

SACRAMENTO-YOLO  
MOSQUITO & VECTOR  
CONTROL DISTRICT

DECEMBER 17, 2019

BOARD OF TRUSTEES  
REGULAR MEETING

BOARD PACKET

10:00 A.M.

8631 Bond Road  
Elk Grove, CA 95624

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**SACRAMENTO/YOLO MOSQUITO  
& VECTOR CONTROL DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING**

8631 Bond Road  
Elk Grove, CA 95624

**AGENDA  
December 17, 2019  
10:00 AM**

*In compliance with the Americans with Disability Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the District office at (916) 685-1022 or (916) 685-5464 (fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Documents and materials relating to an open session agenda item that are provided to the SYMVCD Board less than 72 hours prior to a regular meeting will be available for public inspection and copying at 8631 Bond Road, Elk Grove, Ca 95624. The documents will also be available on the agency's website at [www.fightthebite.net](http://www.fightthebite.net).*

**CALL TO ORDER:**

- **Roll Call**
- **Pledge of Allegiance**

- 1. Items for Approval by General Consent:**
  - a. Minutes of the November 19, 2019 Board of Trustees Meeting**
  - b. Expenditures for November 2019**
  - c. Deposit VCJPA Retrospective Adjustment of \$58,935 into LAIF**
  - d. District Investment Report for Period Ending September 30, 2019**
  - e. Board Review and Consideration of Legal Services Agreement Effective January 1, 2020**
  - f. Board Authorization to Grant an Extension of a Medical Leave of Absence for District employee Pursuant to Section 6.05 (b) of the District Personnel Manual**
- 2. Opportunity for Public Comment**

*This item is reserved for members of the public who wish to speak on items not on the agenda*
- 3. Board Review and Consideration of Cabinetry for Laboratory Renovation**
- 4. Reports to the Board**
  - a. Manager's Report**

**b. Reports from District Departments**

- **Lab/Surveillance**
  - **Microbiologist**
  - **Vector Ecologist**
  - **Biologist**
- **Ecological Management**
- **Biological Control**
- **Larval and Adult Control**
  - **Field Supervisors**
  - **Geographic Information Systems**
- **Public Outreach**
- **Shop Supervisor**
- **Administration**

**5. Board/Staff General Discussion**

**6. Adjournment**

# **Sacramento-Yolo Mosquito and Vector Control District**

## **December 17, 2019 Board Meeting**

### **1. Items for Approval by General Consent:**

- a. Minutes of the November 19, 2019 Board of Trustees Meeting;
- b. Expenditures for November 2019;
- c. Deposit VCJPA Retrospective Adjustment of \$58,935 into LAIF;
- d. District Investment Report for Period Ending September 30, 2019;
- e. Board Review and Consideration of Legal Services Agreement Effective January 1, 2020;
- f. Board Authorization to Grant an Extension of a Medical Leave of Absence for District employee Pursuant to Section 6.05 (b) of the District Personnel Manual.

### **Recommendation:**

**Approve the Items by General Consent**

**MINUTES OF THE NOVEMBER 19, 2019  
MEETING OF THE BOARD OF TRUSTEES OF THE  
SACRAMENTO-YOLO MOSQUITO & VECTOR CONTROL DISTRICT**

PLACE: 8631 Bond Road, Elk Grove, CA 95624

TIME: 10:00 a.m.

**TRUSTEES PRESENT:**

Raymond LaTorre	President	Sacramento
Jayna Karpinski-Costa	Vice President	Citrus Heights
Craig Burnett	Secretary	Folsom
Raul DeAnda		West Sacramento
Sean Denny		Woodland
Bruce Eldridge		Yolo County
Lyndon Hawkins		Elk Grove
Gar House		Winters
Susan Maggy		Sacramento County
Robert McGarvey		Rancho Cordova

**TRUSTEES ABSENT:**

Christopher Barker	Davis
Rosemarie Moore	Isleton
Vacant	Galt

**LEGAL COUNSEL:**

Jennifer Buckman

**STAFF PRESENT:**

Gary Goodman	Manager
Samer Elkashef	Assistant Manager
Janna McLeod	Administrative Manager
Marcia Reed	Laboratory Director
Marty Scholl	Ecological Management Supervisor
Tony Hedley	Fisheries Supervisor
Luz Robles	Public Information Officer

**CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by President Raymond LaTorre.

**Roll Call**

Trustees Christopher Barker and Rosemarie Moore were absent; however, a quorum was present.

**Pledge of Allegiance**

*All phones and electronic devices are requested to be silenced during the meeting.*

## **1. ITEMS FOR APPROVAL BY GENERAL CONSENT**

On a motion by Trustee Hawkins seconded by Trustee Burnett, the Board voted to approve General Consent Items a. through f. The motion passed by the following vote: Ayes: 10, Noes: 0, Absent: 2

- a. Minutes of the October 15, 2019 Board of Trustees Meeting;
- b. Expenditures for October 2019;
- c. 2019 District Annual Operating Plan Pursuant to Section 8 of the MOU between USFWS and SYMVCD;
- d. Board Consideration of Resolution Honoring John Fendick for His Years of Service;
- e. Board Consideration of Resolution Honoring Lisa FitzGerald for Her Years of Service;
- f. Board Review and Consideration for Rebate Program with Central Life Sciences.

## **2. OPPORTUNITY FOR PUBLIC COMMENT**

*This item is reserved for members of the public who wish to speak on items not on the agenda.*

There were none.

## **3. BOARD REVIEW AND DISCUSSION OF THE 2018-2019 DISTRICT AUDIT**

Erica Pastor, partner with Mann, Urrutia, Nelson, CPAs and Associates, LLP, presented the audit report and was available to answer questions. Ms. Pastor indicated the District received an unmodified opinion, meaning they had no significant findings and no compliance issues as part of the audit. Ms. Pastor also indicated that all three items that were discussed in the management letter from the previous year audit had been addressed by staff and no instances were found during this audit. On a motion by Trustee Burnett seconded by Trustee Denny, the Board voted to accept the 2018-2019 Audit. The motion passed by the following vote: Ayes: 10, Noes: 0, Absent: 2

## **4. REPORTS TO THE BOARD**

### **a. Manager's Report:**

The District's West Nile testing season is complete. We will begin testing again in late spring. We are continuing to monitor the invasive mosquito issue in Citrus Heights and the surrounding area. Staff is working on winter projects including maintenance of equipment, the facility, and completing our annual training. The District, in conjunction with Placer MVCD and Greater Los Angeles MVCD, applied for a section 18, emergency exemption, with the California Department of Pesticide Regulation. The section 18 is attempting to get CDPR approval for *Wolbachia* infected male *Aedes aegypti* mosquitoes. We are seeking this approval with CDPR to set the framework for utilizing this control effort in the spring if needed. The MVCAC Quarterly Meeting was held in Visalia on October 29th and 30th. A brief summary of the discussion points from each committee was included in the Board packet. The MVCAC Planning Session will be held in Burlingame on December 3rd and 4th.

**b. Reports from District Departments:** Written reports were provided in the Board packet from each department. Department supervisors gave an oral presentation and were available to answer any questions.

**Lab/Surveillance:** Laboratory Director, Marcia Reed discussed department activities including mosquito abundance, EVS surveillance, studies and collaborations in her written report. For her oral report Ms. Reed reviewed the trapping scheme and detections within the areas of concern for *Aedes aegypti* within Citrus Heights and the Pocket area of Sacramento County. Regular trapping in these areas is ongoing and will continue through the winter. The happy bamboo plant that *Aedes* mosquitoes and eggs were collected from in the Pocket area was on display at the meeting. The plant had been given to a resident as a gift from someone living in southern California where *Aedes* mosquitoes are more prevalent. This illustrates how they can travel into areas they haven't been detected in yet.

**Ecological Management:** Ecological Management Supervisor, Marty Scholl discussed department activities including Stormwater/Drainages, UAS Program, the Pool and *Aedes* Access Enforcement Program, Wetland Program and Winter Brush Access Projects. Leading Edge Aerial finished out this season with over 3,663 acres of UAS treatments under the contracted agreement with the District. The District was able to obtain a blanket warrant for the first time and used it to gain access to nine individual properties for inspections within the Citrus Heights area where *Aedes aegypti* has been detected. Manager Goodman commended Marty Scholl on the time and effort he dedicated to working with legal counsel and the court to obtaining the blanket warrant on behalf of the District.

**Biological Control:** Fisheries Supervisor, Tony Hedley discussed department activities including fish plants and usage, the ongoing pond dye study, crayfish control challenges, solar aerators and dissolved oxygen levels, and regular maintenance tasks. Fish stalking numbers for October are listed in the written report and 872 lbs of fish have been planted so far in November. This is a busy time of year for Fisheries with the stocking of wetlands and other flooded fields. The District has been looking for an individual or company that can assist with getting the crayfish under control in the District ponds and they started working on it this week. Tony also continues to put together his presentation on dissolved oxygen levels and pond yields for the MVCAC conference in January.

**Larval and Adult Control:** Program Coordinator, Steve Ramos provided a written report. Manager Goodman provided a brief discussion of the Aerial contract Summary with VDCI and the San Joaquin, Placer and Turlock mosquito districts.

**Public Outreach:** Public Information Officer, Luz Robles reported on department activities including Invasive Mosquitoes Public Outreach, School Program, Advertising Campaign, Events, and Presentations. Staff is working with a company that is providing assistance with assembly presentations for schools using the mosquito buster theme and activities. They are developing a timeline and script for promoting the fight the bite contest. We are hoping this will help grow the contest and get the District messages out to more students with the goal of holding two assemblies per month. Staff is beginning to compile the list of events to attend for next year; as well as working on selecting the *Aedes* messaging for the Advertising Campaign for next season.

## **5. BOARD REVIEW AND CONSIDERATION OF ROOFING CONTRACTORS TO REPAIR BUILDINGS IN WOODLAND AND ELK GROVE**

Manager Goodman presented the item and discussed the proposals. On a motion by Trustee Burnett seconded by Trustee McGarvey, the Board voted to authorize staff to contract with Top Rank Heating and Air Conditioning to repair the roofs not to exceed \$50,000. The motion passed by the following vote: Ayes: 10, Noes: 0, Absent: 2



## **6. BOARD REVIEW AND CONSIDERATION OF TRAILER PURCHASE TO HOUSE THE DISTRICT'S LIBRARY**

Manager Goodman presented the item and discussed the plan for the Library. On a motion by Trustee DeAnda seconded by Trustee Denny, the Board voted to authorize staff to purchase a trailer not to exceed \$40,000. The motion passed by the following vote: Ayes: 10, Noes: 0, Absent: 2

## **7. BOARD/STAFF REPORTS AND REQUESTS**

The Annual Trustee/Employee Holiday Gathering will take place after the December Board meeting

Trustees that need MVCAC and AMCA conference travel, lodging and registration should contact staff for arrangements

Requests for cabinetry and other necessary items for the Lab remodel will be brought to the Board next month

The District will be hosting a WALs Summit on February 25th

District medical rates have been received and Open Enrollment begins in December

Manager Goodman has been asked to attend and speak at the conferences in Montana in January and Wyoming in February

The District is working on holding a Continuing Education event in January

The March 2019 Board meeting may need to get moved or canceled due to conflicting with the AMCA conference.

## **8. ADJOURNMENT**

The meeting adjourned at 11:25 am.

\* \* \* \* \*

I certify that the above minutes substantially reflect the general business and actions taken by the Board of Trustees at the November 19, 2019 meeting.

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Gary Goodman, Manager

Approved as written and/or corrected by the Board of Trustees at the December 17, 2019 meeting.

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Craig Burnett, Board Secretary

**November 2019 Check Register**  
**Activity From: 11/1/2019 to 11/30/2019**  
**Sacramento Yolo MVCD (SYC)**

Check Number	Check Date	Vendor Number	Name	Check
<b>Bank Code:</b> U US Bank				
053319	11/6/2019	0000026	ArcSource	822.78
053320	11/6/2019	0000504	US Bank	21,015.93
053321	11/6/2019	0000006	Adapco Inc	630.26
053322	11/6/2019	0000014	Alhambra & Sierra Springs	460.62
053323	11/6/2019	0000015	All Star Glass	349.04
053324	11/6/2019	0000018	ANDKO Building Maintenance Inc.	2,777.94
053325	11/6/2019	0000117	City of Woodland	467.83
053326	11/6/2019	0000126	Complete Welders Supply Inc	623.49
053327	11/6/2019	0000128	Consolidated Communications	2,556.77
053328	11/6/2019	0000184	Elk Grove Lock and Safe Company	416.99
053329	11/6/2019	0000186	Elk Grove Water District	688.88
053330	11/6/2019	0001054	Employment Developement Dept	3,600.00
053331	11/6/2019	0000199	Farm Air Flying Service	15,568.74
053332	11/6/2019	0000219	Gary Goodman	196.90
053333	11/6/2019	0000240	Hunt & Sons Inc	8,869.04
053334	11/6/2019	0000938	Jim Hesseltine's Tire Service, Inc.	58.33
053335	11/6/2019	0000356	OReilly Automotive Stores Inc	111.13
053336	11/6/2019	0000367	PG & E	190.79
053337	11/6/2019	0000388	Republic Services #922	92.00
053338	11/6/2019	0001012	Riebes Auto Parts	607.99
053339	11/6/2019	0000451	SMUD	3,426.42
053340	11/6/2019	0000454	Spark Creative Design	1,043.01
053341	11/6/2019	0000462	Sterling May Co	173.91
053342	11/6/2019	0001234	T-Mobile	577.28
053343	11/6/2019	0000515	Valley Tire Center	20.00
053344	11/6/2019	0000516	Valley Truck & Tractor Co	95.97
053345	11/6/2019	0000518	Vector Disease Control International	50,000.00
053346	11/6/2019	0000522	Verizon Wireless	2,554.00
053347	11/6/2019	0001471	Walker's Office Supply	621.40
053348	11/6/2019	0000529	Waste Management	162.08
053349	11/14/2019	0000267	Kaiser Foundation Health Plan	23,890.35
053350	11/14/2019	0000267	Kaiser Foundation Health Plan	1,447.90
053351	11/14/2019	0000267	Kaiser Foundation Health Plan	2,895.80
053352	11/14/2019	0000267	Kaiser Foundation Health Plan	18,636.27
053353	11/14/2019	0000357	P & A Administrative Services Inc	126.00
053354	11/14/2019	0001474	Pitney Bowes Purchase Power	499.44
053355	11/14/2019	0000957	Sutter Health Plus	8,031.36
053356	11/14/2019	0000531	Western Health Advantage	4,960.91
053357	11/14/2019	0000531	Western Health Advantage	3,803.54
053358	11/19/2019	0000006	Adapco Inc	8,371.75
053359	11/19/2019	0000034	AutoZone Inc	429.79
053360	11/19/2019	0001274	Barber & Gonzales Consulting	2,638.28
053361	11/19/2019	0000038	Bartkiewicz Kronick & Shanahan	3,551.30
053362	11/19/2019	0000976	Blanning & Baker	1,986.15
053363	11/19/2019	0001011	Buckmaster Office Solutions	532.61
053364	11/19/2019	0001019	Cintas Corporation	3,413.66
053365	11/19/2019	0000126	Complete Welders Supply Inc	811.13
053366	11/19/2019	0000184	Elk Grove Lock and Safe Company	30.12
053367	11/19/2019	0000200	Fastenal Company	168.92

053368	11/19/2019	0000223	Grainger	146.10
053369	11/19/2019	0000958	GreatAmerica Financial Services	372.82
053370	11/19/2019	0001233	Grow West	134.22
053371	11/19/2019	0000240	Hunt & Sons Inc	1,995.30
053372	11/19/2019	0000277	Kimball Midwest	288.58
053373	11/19/2019	0000286	Leading Edge Associates Inc.	2,400.00
053374	11/19/2019	0001476	Lodi Toyota	VOID
053375	11/19/2019	0000497	Magnegas Welding Supply - West	84.75
053376	11/19/2019	0000367	PG & E	89.47
053377	11/19/2019	0000461	Stericycle Inc	77.20
053378	11/19/2019	0000516	Valley Truck & Tractor Co	54.03
053379	11/19/2019	0000526	VWR International Inc	400.09
053380	11/19/2019	0001471	Walker's Office Supply	110.96
053381	11/19/2019	0000534	Wiley Price & Radulovich	757.00
053382	11/27/2019	0000043	Benefit Coordinators Corporation	3,180.21
053383	11/27/2019	0000084	CA State Disbursement Unit	350.00
053384	11/27/2019	0000339	Nationwide Retirement Solutions	3,475.00
053385	11/27/2019	0000339	Nationwide Retirement Solutions	1,300.00
053386	11/27/2019	0001035	Operating Engineers Local Union No. 3	1,197.00
053387	11/27/2019	0000357	P & A Administrative Services Inc	126.00
053388	11/19/2019	0000299	Luken Benjamin Associates	1,812.50
053389	11/19/2019	0001476	Lodi Toyota	24,999.00
W00113	11/27/2019	0000086	CalPERS 457 Plan	20,004.97
W00114	11/27/2019	0000087	CalPERS Financial Reporting & Accounting	76,956.10
W00115	11/27/2019	0000561	United States Treasury	54,628.63
W00116	11/27/2019	0000176	EDD	15,148.40
<b>Bank U Total:</b>				<u>415,093.13</u>
<b>Report Total:</b>				<u><u>415,093.13</u></u>

I hereby authorize the use of my signature plate on  
the above-listed warrants, 053319-053389, and EFTs W00113-W00116

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 Signature

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 Date

Raymond LaTorre, President of the Board

S.Y.M.V.C.D  
FY 2019-2020 Budget Update  
November 2019

	Account #	Account Description	5 Months Ended November 30, 2019	FY 19-20 Annual Budget	Unused
T	4000	REVENUE	\$ -	\$ -	\$ -
T	5000	SALARIES/BENEFITS/WC	\$ 4,453,884.59	\$ 8,579,233.79	\$ 4,125,349.20
T	5200	OPERATIONAL	\$ 3,614,165.13	\$ 6,190,059.00	\$ 2,575,893.87
T	5210	LIABILITY INSURANCE	\$ 140,854.00	\$ 150,854.00	\$ 10,000.00
T	5250	AUDITING/FISCAL	\$ 14,500.00	\$ 17,750.00	\$ 3,250.00
T	5270	COMMUNICATIONS	\$ 25,543.79	\$ 79,500.00	\$ 53,956.21
T	5310	PUBLIC INFORMATION	\$ 127,962.39	\$ 465,500.00	\$ 337,537.61
T	5340	STRUCTURE & GROUNDS	\$ 23,276.31	\$ 65,000.00	\$ 41,723.69
T	5370	MEMBER/TRAINING	\$ 43,321.40	\$ 113,000.00	\$ 69,678.60
T	5390	DISTRICT OFFICE EXPENSES	\$ 5,658.30	\$ 15,000.00	\$ 9,341.70
T	5430	PROFESSIONAL SERVICES	\$ 48,524.01	\$ 198,250.00	\$ 149,725.99
T	5440	MATERIALS & SUPPLIES	\$ 3,143.52	\$ 10,000.00	\$ 6,856.48
T	5450	RENTS & LEASES	\$ 4,186.36	\$ 11,550.00	\$ 7,363.64
T	5470	SAFETY PROGRAM	\$ 600.00	\$ 5,000.00	\$ 4,400.00
T	5480	UTILITIES	\$ 31,853.69	\$ 110,000.00	\$ 78,146.31
T	6120	AIRCRAFT SERVICES	\$ 423,046.65	\$ 945,500.00	\$ 522,453.35
T	6140	ECOLOGICAL MANAGEMENT	\$ 2,962.30	\$ 15,200.00	\$ 12,237.70
T	6160	MICROBIAL	\$ 924,493.95	\$ 1,500,000.00	\$ 575,506.05
T	6170	BIORATIONALS	\$ 826,111.64	\$ 950,000.00	\$ 123,888.36
T	6180	INSECTICIDES	\$ 728,047.35	\$ 1,000,000.00	\$ 271,952.65
T	6220	FISHERIES	\$ 5,620.95	\$ 27,000.00	\$ 21,379.05
T	6280	GEOGRAPHIC INFO SYSTEMS	\$ 3,293.49	\$ 7,125.00	\$ 3,831.51
T	6320	INFORMATION TECHNOLOGY	\$ 13,595.16	\$ 48,200.00	\$ 34,604.84
T	6350	CONTROL OPERATIONS	\$ 7,439.36	\$ 32,430.00	\$ 24,990.64
T	6370	SHOP	\$ 37,267.06	\$ 88,000.00	\$ 50,732.94
T	6420	LAB SERVICES	\$ 95,082.07	\$ 163,200.00	\$ 68,117.93
T	6450	GAS & PETROLEUM	\$ 77,781.38	\$ 172,000.00	\$ 94,218.62
T	7000	CAPITAL ACCOUNTS	\$ 24,999.00	\$ 573,049.00	\$ 548,050.00
T	7011/1510	Capital Outlay/Construction In Progress	\$ 24,999.00	\$ 136,049.00	\$ 111,050.00
T	7030	Research Fund	\$ -	\$ 50,000.00	\$ 50,000.00
T	7035	Building Improvement	\$ -	\$ 387,000.00	\$ 387,000.00
T		TOTALS			
T		Salaries/Benefits	\$ 4,453,884.59	\$ 8,579,233.79	\$ 4,125,349.20
T		Operational	\$ 3,614,165.13	\$ 6,190,059.00	\$ 2,575,893.87
T		Capital Accounts	\$ 24,999.00	\$ 573,049.00	\$ 548,050.00
T		Total Budget	\$ 8,093,048.72	\$ 15,342,341.79	\$ 7,249,293.07

**SYC Balance Sheet**  
**As of 11/30/2019**

**Sacramento Yolo MVCD (SYC)**

**Assets**

**Current Assets**

Cash in Bank-FSA	20,628.25	
Cash with LAIF	4,985,265.30	
Petty Cash	600.00	
US Bank	(2,067,702.12)	
Accounts Receivable	(1,021.76)	
Assigned - Cash With VCJPA	1,520,371.00	
Inventory	933,041.51	
<b>Total Current Assets:</b>		5,391,182.18

**Fixed Assets**

LAND, BLDG., IMPROVEMENT	1,175,092.88	
EQUIPMENT	4,280,678.04	
BOND ROAD	5,061,395.00	
WOODLAND FACILITY	708,574.00	
ACCUMULATED DEPRECIATION	(6,650,388.20)	
<b>Total Fixed Assets:</b>		4,575,351.72

**Other Assets**

Deferred Outflows of Resources	7,419,528.00	
Deferred Outflows of Resources-GASB 75	427,109.00	
<b>Total Other Assets:</b>		7,846,637.00
<b>Total Assets:</b>		17,813,170.90

**Liabilities**

**Current Liabilities**

Voluntary TL & AD&D	(643.93)	
Voluntary STD	(459.92)	
FSA Deductions	87,735.42	
P.E.R.S. Deductions	(1.04)	
Safety Program	(1,530.00)	
Accumulated Vacation	417,766.45	
<b>Total Current Liabilities:</b>		502,866.98

**Long-Term Liabilities**

Net Pension Liability	13,470,191.00	
Net OPEB Liability	1,151,973.00	
Deferred Inflow of Resources	1,197,703.00	
Deferred Inflow of Resources-GASB 75	101,685.00	
<b>Total Long-Term Liabilities:</b>		15,921,552.00
<b>Total Liabilities:</b>		16,424,418.98

**Equity**

INVESTMENT IN FIX ASSETS	4,575,351.96	
RESERVED CASH ( INS.)	1,520,371.00	
Committed-Capital Outlay	700,000.00	
Unassigned - Dry Financing	6,000,000.00	
Retained Earnings-Current Year	(7,688,766.96)	
GENERAL FUND	(5,718,204.08)	
Committed - Vector/Disease Response	2,000,000.00	
<b>Total Equity:</b>		1,388,751.92
<b>Total Liabilities &amp; Equity:</b>		17,813,170.90

**1. Items for Approval by General Consent:**

- c. Deposit VCJPA Retrospective Adjustment of \$58,935 into LAIF

**Staff Report**

The District has typically applied Retrospective Adjustments to the Member Contingency Fund for the payment of annual premiums and maintenance of the fund's prudent balance. The recommended prudent balance has been met; therefore, staff recommends the funds be deposited into the District Local Agency Investment Fund (LAIF) account.

**Recommendation: Approve the Deposit of the VCJPA Retrospective Adjustment of \$58,935 into LAIF.**

# VCJPA 2019 REFUND PROCESSING AND DISTRIBUTION INSTRUCTIONS

## POOLED LIABILITY AND POOLED WORKERS' COMPENSATION PROGRAM

### RETROSPECTIVE ADJUSTMENTS

DISTRICT: Sacramento-Yolo MVCD

#### BACKGROUND:

AT THE NOVEMBER 6, 2019 BOARD MEETING, THE 2019 ANNUAL REPORT FOR BOTH THE POOLED WORKERS' COMPENSATION AND POOLED LIABILITY PROGRAMS WAS PRESENTED. THE BOARD APPROVED TOTAL REFUNDS TO ACTIVE MEMBERS OF \$198,506 IN THE POOLED LIABILITY PROGRAM AND \$647,331 IN THE POOLED WORKERS' COMPENSATION PROGRAM. **YOUR DISTRICT'S PORTION OF THE TOTAL REFUND IS PRESENTED IN TABLE 1, BELOW.**

YOU HAVE THE OPTION TO APPLY YOUR DISTRICT'S PORTION OF THE REFUND TO THE MEMBER CONTINGENCY FUND, AND/OR HAVE THE AMOUNTS REFUNDED TO THE DISTRICT VIA CHECK. PAYMENT VIA ACH IS AVAILABLE TO THOSE DISTRICTS THAT HAVE PREVIOUSLY ESTABLISHED THEIR ACCOUNT INFORMATION WITH VCJPA.

**TABLE 2 PRESENTS THE DISTRICT'S MEMBER CONTINGENCY FUND BALANCE AS OF November 20, 2019** WITH THE AMOUNT ABOVE OR (BELOW) THE CALCULATED PRUDENT BALANCE. MEMBERS MAY CONTRIBUTE UP TO THE PRUDENT BALANCE WITHOUT EXPLANATION PER THE AGENCY'S BYLAWS. CONTRIBUTIONS TO THE MEMBER CONTINGENCY FUND IN EXCESS OF THE PRUDENT BALANCE ARE ALLOWED, BUT THE DISTRICT'S REASON FOR EXCEEDING THE PRUDENT FUND BALANCE MUST BE DOCUMENTED IN WRITING AND SUBMITTED TO VCJPA FOR ITS FILES.

#### INSTRUCTIONS:

**COMPLETE THE DISTRIBUTION INSTRUCTIONS USING TABLE 3 TO INFORM THE VCJPA HOW TO PROCESS YOUR DISTRICT'S REFUND.** YOU MAY ELECT TO: 1) RECEIVE A PAYMENT FOR THE ENTIRE REFUND, 2) APPLY THE TOTAL REFUND TO THE MEMBER CONTINGENCY FUND, 3) APPLY A PORTION OF THE REFUND TO THE MEMBER CONTINGENCY FUND AND RECEIVE A PAYMENT FOR THE BALANCE FROM VCJPA.

**PLEASE RETURN THE COMPLETED FORM BY DECEMBER 11, 2019.**

#### TABLE 1 – CURRENT REFUND:

Below is the amount of your district's refund for the Pooled Liability and Pooled Workers' Compensation Programs as approved by the Board of Directors on November 6, 2019.

Pooled Liability Program	\$ 15,008
Pooled Workers' Comp. Program	\$ 43,927

#### TABLE 2 – MEMBER CONTINGENCY FUNDS:

Below is the amount of your district' member contingency fund prudent balance and actual balance as of November 20, 2019 as well as the amount over or (under) the prudent balance.

PRUDENT BALANCE	MEMBER BALANCE	AMOUNT OVER (UNDER) PRUDENT BALANCE
\$ 831,426	\$ 1,535,848	\$ 704,422

**VCJPA 2019 REFUND DISTRIBUTION INSTRUCTIONS****Sacramento-Yolo MVCD****DUE DATE: DECEMBER 11, 2019****TABLE 3 – DISTRIBUTION OF REFUNDS:**

For the refund(s) listed in Table 1 above, please distribute as follows:

	<b>LIABILITY REFUND</b>	<b>WORKERS' COMP. REFUND</b>	<b>TOTAL REFUND</b>
<b>TOTAL PROGRAM REFUNDS AVAILABLE TO DISTRIBUTE</b>	\$ 15,008	\$ 43,927	\$ 58,935

DISTRIBUTE OUR  
LIABILITY REFUND AS  
FOLLOWSDISTRIBUTE OUR  
WORKERS' COMP.  
REFUND AS  
FOLLOWS

<b>OPTIONS FOR DISTRIBUTION</b>	<b>ENTER AMOUNT</b>	<b>ENTER AMOUNT</b>	<b>TOTAL</b>
1) ISSUE A PAYMENT TO THE DISTRICT FOR THE AMOUNT ENTERED			
2) APPLY TO THE DISTRICT'S MEMBER CONTINGENCY FUND			
3) TOTAL (MUST AGREE TO TOTAL PROGRAM REFUND(S) SHOWN ABOVE)			

**CANNOT EXCEED  
\$ 15,008****CANNOT EXCEED  
\$ 43,927****CANNOT EXCEED  
\$ 58,935**

Print Name of Person Completing Form: \_\_\_\_\_

Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

*Email this form to: [alana.theiss@sedgwick.com](mailto:alana.theiss@sedgwick.com)**Questions? Please call Alana Theiss at 916.244.1120***IF THIS FORM IS NOT RETURNED BY THE DUE DATE ABOVE, YOUR DISTRICT WILL RECEIVE THE REFUND IN THE FORM OF A CHECK.**

NOTE: NO DEPOSITS WILL BE MADE TO MEMBER CONTINGENCY FUND WITHOUT A COMPLETED ELECTION FORM.  
VCJPA LEGAL COUNSEL HAS ADVISED THAT AN ANNUAL ELECTION SHOULD BE MADE BY THE MEMBER DISTRICTS;  
STANDING ORDERS TO DEPOSIT REFUNDS IN THE MEMBER CONTINGENCY FUND WILL NOT BE ACCEPTED.





## VECTOR CONTROL JOINT POWERS AGENCY

1750 Creekside Oaks Dr., Suite 200 ~ Sacramento, CA 95833

(916) 244-1100 ~ FAX (916) 244-1199

Website: <http://www.vcjpa.org>

November 22, 2019

**TO:** Vector Control Joint Powers Agency Membership

**FROM:** Alana Theiss, CPA - Finance Manager / Assistant Treasurer

**SUBJECT:** 2019 Retrospective Adjustments

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At the November 6, 2019, Board of Directors meeting, the VCJPA Board approved the 2019 Annual Reports for both the Pooled Workers' Compensation and Pooled Liability Programs.

In accordance with the five-year equity plan approved by the Board of Directors on April 17, 2019, the Board of Directors elected to retain \$198,000 of the available Liability Program refunds and \$650,000 of the available Workers' Compensation Program refunds in each respective program's non-equity Mid-Layer pool. Accordingly, each active member district's refunds were adjusted by their proportionate share of the amounts retained.

For your reference, we have enclosed excerpts from the annual reports showing the Pooled Program Unobligated Reserves as of June 30, 2019, as well as a copy of the calculation used to adjust the member refunds per the November 6, 2019, Board actions. The complete retrospective adjustment calculations can be found in the 2019 Annual Reports, which are available in the "Members Only" section of the VCJPA website, <http://www.vcjpa.org/>.

We have also attached an election form which provides the District an option to retain all or a portion of its refund in the Member Contingency Fund. Please review and return this form no later than December 11, 2019. Refunds via check or electronic funds transfer will be issued in December. A copy of November 20, 2019, Member Contingency Fund Prudent Balance schedule is attached for your reference.

Should you have any questions, please call Chrissy Mack or Alana Theiss at (800) 541-4591, ext. 19177 and 19120, respectively or email us at [chrissy.mack@sedgwick.com](mailto:chrissy.mack@sedgwick.com) and at [alana.theiss@sedgwick.com](mailto:alana.theiss@sedgwick.com).

Enclosures

Program Unobligated Reserves – Excerpts from Annual Reports  
Retrospective Adjustments Less Board Approved Amounts Retained in Pool  
Member Contingency Fund Prudent Balance Spreadsheet as of 11/20/19  
VCJPA 2019 Refund Processing and Distribution Instructions



**VECTOR CONTROL JOINT POWERS AGENCY  
POOLED LIABILITY PROGRAM UNOBLIGATED RESERVES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

MEMBER			ERMA DIVIDEND PROGRAM YEAR	TOTAL REFUND OR (AMOUNT DUE)	UNADJUSTED YEARS (NOTE 2) PROGRAM YEAR				TOTAL UNOBLIGATED RESERVES
	2013/14	2014/15	2014/15	(NOTE 1)	2015/16	2016/17	2017/18	2018/19	
1 ALAMEDA COUNTY	92	7,783	2,271	\$ 10,146	9,889	11,885	(6,144)	6,439	\$ 22,069
2 BURNEY BASIN	7	612	151	770	642	388	57	184	1,271
3 BUTTE COUNTY	107	5,871	2,526	8,504	6,791	8,010	1,162	4,471	20,434
4 COACHELLA VALLEY	420	33,510	14,783	48,713	27,124	25,463	1,427	16,863	70,877
5 COALINGA-HURON	1	125	-	126	107	116	49	77	349
6 COLUSA	15	1,311	373	1,699	1,156	1,391	239	724	3,510
7 COMPTON CREEK	8	668	164	840	641	686	130	433	1,890
8 CONSOLIDATED	101	6,373	2,546	9,020	8,053	8,621	1,795	(5,717)	12,752
9 CONTRA COSTA	234	(4,899)	5,813	1,148	18,153	(1,392)	(306)	(8,014)	8,441
10 DELTA	92	7,579	2,157	9,828	6,645	2,204	1,039	2,935	12,823
11 DURHAM	6	469	119	594	439	423	75	247	1,184
12 FRESNO	47	4,421	1,227	5,695	4,013	3,838	919	3,297	12,067
13 GLENN COUNTY	11	905	271	1,187	787	895	153	327	2,162
14 GREATER LOS ANGELES	453	5,184	18,531	24,168	29,182	27,837	13,493	27,945	98,457
15 KINGS	81	7,936	1,849	9,866	7,178	5,667	867	3,332	17,044
16 LAKE COUNTY	53	3,999	1,233	5,285	3,608	3,819	593	1,948	9,968
17 LOS ANGELES COUNTY WEST	221	16,727	5,520	22,468	(15,069)	14,319	(22,865)	10,410	(13,205)
18 MARIN-SONOMA	257	20,885	6,258	27,400	18,603	17,661	2,572	10,047	48,883
19 NAPA COUNTY	57	4,853	1,455	6,365	4,246	4,631	709	(2,415)	7,171
20 NO. SALINAS VALLEY	35	3,610	-	3,645	3,000	3,296	1,131	2,641	10,068
21 NORTHWEST	41	8,697	2,493	11,231	6,561	9,890	1,147	5,916	23,514
22 ORANGE COUNTY	431	32,608	11,500	44,539	17,247	45,200	(14,910)	37,945	85,482
23 OROVILLE	6	510	151	667	424	514	88	236	1,262
24 PINE GROVE	2	245	-	247	224	248	85	160	717
25 PLACER COUNTY	98	8,714	2,159	10,971	8,276	9,242	1,412	4,927	23,857
26 SACRAMENTO-YOLO	353	20,212	9,412	29,977	29,777	24,964	5,126	17,180	77,047
27 SAN GABRIEL VALLEY	182	6,371	3,575	10,128	5,782	(2,655)	2,137	8,887	14,151
28 SAN JOAQUIN COUNTY	223	21,506	4,749	26,478	22,101	18,350	4,510	(24,479)	20,482
29 SAN MATEO COUNTY	168	13,673	6,001	19,842	12,592	14,613	1,370	(1,306)	27,269
30 SANTA BARBARA COUNTY	36	3,017	828	3,881	765	2,876	332	1,549	5,522
31 SHASTA	98	8,259	2,295	10,652	6,390	6,376	891	3,504	17,161
32 SUTTER-YUBA	84	6,974	1,927	8,985	6,295	6,360	896	2,841	16,392
33 TEHAMA COUNTY	27	2,294	667	2,988	2,114	2,263	368	1,230	5,975
34 TURLOCK	65	5,290	1,617	6,972	5,006	(1,691)	811	(6,566)	(2,440)
35 WEST VALLEY	89	9,343	2,049	11,481	8,802	9,709	2,677	6,515	27,703
<b>Total</b>	<b>\$ 4,201</b>	<b>\$ 275,635</b>	<b>\$ 116,670</b>	<b>\$ 396,506</b>	<b>\$ 267,544</b>	<b>\$ 286,017</b>	<b>\$ 4,035</b>	<b>\$ 134,713</b>	<b>\$ 692,309</b>

**NOTES:**

- 1- UNOBLIGATED RESERVES BROUGHT FORWARD FROM PAGE 3, 6.
- 2- UNOBLIGATED RESERVES BROUGHT FORWARD FROM PAGES 9, 12, 15, 18.

**SUMMARY**

**VECTOR CONTROL JOINT POWERS AGENCY  
POOLED WORKERS' COMPENSATION PROGRAM UNOBLIGATED RESERVES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

MEMBER	RETROSPECTIVELY ADJUSTED YEARS (NOTE 1) PROGRAM YEAR																	TOTAL REFUND OR (AMOUNT DUE)
	1988/89	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03	2003/04	2004/05	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	
1 ALAMEDA COUNTY	(1)	17	995	191	504	486	242	328	3,082	2,187	737	(1,382)	642	2,558	(948)	3,198	23,475	\$ 36,311
2 BURNEY BASIN	-	3	137	27	63	57	17	24	203	135	49	(112)	52	195	(65)	210	1,909	2,904
3 BUTTE COUNTY	(1)	22	1,186	236	576	568	257	337	2,992	2,176	750	(1,717)	708	2,633	(933)	3,243	26,762	39,795
4 COACHELLA VALLEY	(1)	29	N/A	N/A	N/A	1,091	452	627	2,786	2,896	1,652	836	2,889	11,658	(5,437)	14,482	150,047	184,007
5 COALINGA-HURON	-	1	29	6	14	13	5	7	61	28	10	(20)	3	35	(15)	43	426	646
6 COLUSA	-	3	164	31	80	80	32	43	383	305	99	(296)	118	464	(159)	497	4,283	6,127
7 COMPTON CREEK	N/A	1	100	20	47	43	19	27	214	163	57	(126)	54	206	(71)	222	2,136	3,112
8 CONSOLIDATED	(1)	19	983	194	469	501	227	284	2,855	2,797	933	(1,820)	873	3,705	(1,448)	4,218	44,918	59,707
9 CONTRA COSTA	-	34	1,782	362	909	929	526	646	3,586	4,671	1,795	(3,459)	2,790	9,766	(3,521)	8,666	27,588	57,070
10 CORNING	(22)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(22)
11 DELANO	(1)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(1)
12 DELTA	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(1,291)	763	2,803	(818)	2,881	23,966	28,304
13 DURHAM	N/A	N/A	N/A	N/A	N/A	N/A	8	13	101	92	35	(83)	37	146	(52)	159	1,462	1,918
14 EAST SIDE	(1)	14	830	150	388	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1,381
15 FRESNO	(1)	13	685	142	362	366	162	214	2,470	1,440	540	(1,011)	503	1,706	(501)	1,516	11,494	20,100
16 FRESNO WESTSIDE	(1)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(1)
17 GLENN COUNTY	-	2	136	22	63	58	26	19	236	151	45	(158)	85	345	(120)	333	2,926	4,169
18 GREATER LOS ANGELES COUNTY	(1)	44	2,204	561	1,556	1,880	869	1,145	5,014	6,007	2,190	(4,947)	2,872	10,974	29,260	14,685	20,321	94,634
19 KINGS COUNTY	(1)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	385	1,735	(592)	2,079	17,051	20,657
20 LAKE COUNTY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	188	874	315	(766)	352	1,374	(505)	1,580	14,229	17,641
21 LOS ANGELES COUNTY WEST	(1)	27	1,389	324	842	913	504	620	5,877	3,886	1,478	(4,002)	1,388	5,473	(1,680)	6,287	49,281	72,606
22 LOS MOLINOS	(15)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(15)
23 MADERA COUNTY	(1)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(1)
24 MARIN-SONOMA	(1)	26	1,426	305	807	794	416	602	4,922	5,626	1,580	727	1,798	6,006	(2,263)	8,188	23,696	54,655
25 MERCED COUNTY	(1)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(1)
26 NAPA COUNTY	-	6	300	68	164	175	85	113	981	1,168	398	(1,021)	455	1,754	(591)	1,782	15,184	21,021
27 NO. SALINAS VALLEY	-	12	661	130	323	297	150	186	1,842	1,565	554	(985)	366	1,229	(385)	1,227	11,571	18,743
28 NORTHWEST	-	16	841	171	437	457	245	300	3,080	1,934	656	(1,595)	755	2,900	(956)	2,973	24,434	36,648
29 ORANGE COUNTY	(2)	67	3,386	1,178	3,350	2,526	1,237	1,683	5,260	9,582	3,524	2,133	5,267	18,756	(5,791)	16,204	32,109	100,469
30 OROVILLE	N/A	N/A	N/A	N/A	N/A	N/A	9	9	106	78	27	(72)	37	126	(66)	198	1,870	2,322
31 PINE GROVE	-	1	64	11	29	27	11	15	125	71	40	(60)	24	92	(34)	101	856	1,373
32 PLACER COUNTY	N/A	N/A	37	5	12	90	98	106	1,280	1,244	475	(1,069)	471	2,063	(838)	2,912	23,412	30,298
33 SACRAMENTO-YOLO	(3)	67	3,110	706	1,621	1,682	858	1,140	5,263	8,882	2,838	(5,274)	2,770	8,507	(2,193)	9,059	49,003	88,036
34 SAN GABRIEL VALLEY	N/A	20	1,185	262	687	724	324	436	4,026	3,731	1,234	(1,784)	1,163	3,740	(1,177)	4,193	(17,171)	1,593
35 SAN JOAQUIN COUNTY	(2)	39	2,599	469	1,189	1,412	422	604	3,230	4,503	1,732	770	1,947	6,701	(3,009)	7,960	46,745	77,311
36 SAN MATEO COUNTY	(1)	15	853	151	405	411	223	282	2,826	2,993	1,048	483	1,075	4,676	(1,518)	4,605	36,495	55,022
37 SANTA BARBARA	-	3	205	41	118	107	58	69	741	712	258	(415)	262	971	(370)	1,135	7,317	11,212
38 SHASTA	(1)	13	1,121	207	516	562	198	256	2,315	1,725	624	(1,507)	605	2,414	(1,330)	2,404	24,280	34,402
39 SOLANO COUNTY	(1)	11	639	123	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	772
40 SUTTER-YUBA	(1)	18	921	193	494	528	240	326	2,563	1,735	629	(1,533)	618	2,336	(735)	2,499	21,666	32,497
41 TEHAMA COUNTY	-	4	233	45	109	106	42	56	498	377	197	(505)	206	815	(282)	862	7,341	10,104
42 TURLOCK	(1)	14	766	150	358	366	178	231	2,051	1,562	532	(1,229)	528	2,017	(689)	2,240	21,096	30,170
43 WEST SIDE	(1)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	(1)
44 WEST VALLEY	(1)	15	1,121	181	476	385	151	200	2,004	2,211	838	(1,401)	696	2,642	(996)	3,060	30,165	41,747
<b>Total</b>	<b>\$ (65)</b>	<b>\$ 576</b>	<b>\$ 30,088</b>	<b>\$ 6,662</b>	<b>\$ 16,968</b>	<b>\$ 17,634</b>	<b>\$ 8,291</b>	<b>\$ 10,948</b>	<b>\$ 73,161</b>	<b>\$ 77,507</b>	<b>\$ 27,869</b>	<b>\$ (34,691)</b>	<b>\$ 33,557</b>	<b>\$ 123,521</b>	<b>\$ (10,828)</b>	<b>\$ 135,901</b>	<b>\$ 782,343</b>	<b>\$ 1,299,442</b>

NOTE 1:  
UNOBLIGATED RESERVES BROUGHT FORWARD FROM PAGES 5, 8, 11, 14, 17, 20, 23, 26, 29, 32, 35, 38, 41, 44, 47, 50, 53.

**VECTOR CONTROL JOINT POWERS AGENCY  
POOLED LIABILITY PROGRAM RETROSPECTIVE ADJUSTMENTS,  
LESS AMOUNT RETAINED TO MID-LAYER POOL  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

MEMBER	TOTAL REFUND OR (AMOUNT DUE)	ADJUST REFUNDS FOR RETAINED AMOUNTS	FINAL MEMBER REFUNDS
1 ALAMEDA COUNTY	\$ 10,146	\$ (5,067)	\$ 5,079
2 BURNEY BASIN	770	(385)	385
3 BUTTE COUNTY	8,504	(4,247)	4,257
4 COACHELLA VALLEY	48,713	(24,325)	24,388
5 COALINGA-HURON	126	(63)	63
6 COLUSA	1,699	(848)	851
7 COMPTON CREEK	840	(419)	421
8 CONSOLIDATED	9,020	(4,504)	4,516
9 CONTRA COSTA	1,148	(573)	575
10 DELTA	9,828	(4,908)	4,920
11 DURHAM	594	(297)	297
12 FRESNO	5,695	(2,844)	2,851
13 GLENN COUNTY	1,187	(593)	594
14 GREATER LOS ANGELES	24,168	(12,069)	12,099
15 KINGS	9,866	(4,927)	4,939
16 LAKE COUNTY	5,285	(2,639)	2,646
17 LOS ANGELES COUNTY WEST	22,468	(11,220)	11,248
18 MARIN-SONOMA	27,400	(13,683)	13,717
19 NAPA COUNTY	6,365	(3,178)	3,187
20 NO. SALINAS VALLEY	3,645	(1,820)	1,825
21 NORTHWEST	11,231	(5,608)	5,623
22 ORANGE COUNTY	44,539	(22,241)	22,298
23 OROVILLE	667	(333)	334
24 PINE GROVE	247	(123)	124
25 PLACER COUNTY	10,971	(5,478)	5,493
26 SACRAMENTO-YOLO	29,977	(14,969)	15,008
27 SAN GABRIEL VALLEY	10,128	(5,058)	5,070
28 SAN JOAQUIN COUNTY	26,478	(13,222)	13,256
29 SAN MATEO COUNTY	19,842	(9,908)	9,934
30 SANTA BARBARA COUNTY	3,881	(1,938)	1,943
31 SHASTA	10,652	(5,319)	5,333
32 SUTTER-YUBA	8,985	(4,487)	4,498
33 TEHAMA COUNTY	2,988	(1,492)	1,496
34 TURLOCK	6,972	(3,482)	3,490
35 WEST VALLEY	11,481	(5,733)	5,748
TOTAL	<u>\$ 396,506</u>	<u>\$ (198,000)</u>	<u>\$ 198,506</u>
RETAIN IN MID-LAYER POOL	\$ 198,000		
PERCENT TO RETAIN	49.9%		

**VECTOR CONTROL JOINT POWERS AGENCY  
POOLED WORKERS' COMPENSATION PROGRAM RETROSPECTIVE ADJUSTMENTS,  
LESS AMOUNT RETAINED TO MID-LAYER POOL  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

MEMBER	TOTAL REFUND OR (AMOUNT DUE)	AMOUNTS ATTRIBUTED TO WITHDRAWN MEMBERS	UNADJUSTED REFUNDS TO ACTIVE MEMBERS	ADJUST REFUNDS FOR RETAINED AMOUNTS	FINAL MEMBER REFUNDS
1 ALAMEDA COUNTY	\$ 36,311		\$ 36,311	\$ (18,193)	\$ 18,118
2 BURNEY BASIN	2,904		2,904	(1,455)	1,449
3 BUTTE COUNTY	39,795		39,795	(19,938)	19,857
4 COACHELLA VALLEY	184,007		184,007	(92,191)	91,816
5 COALINGA-HURON	646		646	(324)	322
6 COLUSA	6,127		6,127	(3,070)	3,057
7 COMPTON CREEK	3,112		3,112	(1,559)	1,553
8 CONSOLIDATED	59,707		59,707	(29,915)	29,792
9 CONTRA COSTA	57,070		57,070	(28,594)	28,476
10 CORNING	(22)	(22)			
11 DELANO	(1)	(1)			
12 DELTA	28,304		28,304	(14,181)	14,123
13 DURHAM	1,918		1,918	(961)	957
14 EAST SIDE	1,381	1,381			
15 FRESNO	20,100		20,100	(10,071)	10,029
16 FRESNO WESTSIDE	(1)	(1)			
17 GLENN COUNTY	4,169		4,169	(2,089)	2,080
18 GREATER LOS ANGELES COUNTY	94,634		94,634	(47,414)	47,220
19 KINGS COUNTY	20,657		20,657	(10,350)	10,307
20 LAKE COUNTY	17,641		17,641	(8,839)	8,802
21 LOS ANGELES COUNTY WEST	72,606		72,606	(36,378)	36,228
22 LOS MOLINOS	(15)	(15)			
23 MADERA COUNTY	(1)	(1)			
24 MARIN-SONOMA	54,655		54,655	(27,384)	27,271
25 MERCED COUNTY	(1)	(1)			
26 NAPA COUNTY	21,021		21,021	(10,532)	10,489
27 NO. SALINAS VALLEY	18,743		18,743	(9,391)	9,352
28 NORTHWEST	36,648		36,648	(18,362)	18,286
29 ORANGE COUNTY	100,469		100,469	(50,338)	50,131
30 OROVILLE	2,322		2,322	(1,163)	1,159
31 PINE GROVE	1,373		1,373	(688)	685
32 PLACER COUNTY	30,298		30,298	(15,180)	15,118
33 SACRAMENTO-YOLO	88,036		88,036	(44,109)	43,927
34 SAN GABRIEL VALLEY	1,593		1,593	(798)	795
35 SAN JOAQUIN COUNTY	77,311		77,311	(38,735)	38,576
36 SAN MATEO COUNTY	55,022		55,022	(27,568)	27,454
37 SANTA BARBARA	11,212		11,212	(5,618)	5,594
38 SHASTA	34,402		34,402	(17,236)	17,166
39 SOLANO COUNTY	772	772			
40 SUTTER-YUBA	32,497		32,497	(16,282)	16,215
41 TEHAMA COUNTY	10,104		10,104	(5,062)	5,042
42 TURLOCK	30,170		30,170	(15,116)	15,054
43 WEST SIDE	(1)	(1)			
44 WEST VALLEY	41,747		41,747	(20,916)	20,831
TOTAL	\$ 1,299,442	\$ 2,111	\$ 1,297,331	\$ (650,000)	\$ 647,331

RETAIN IN MID-LAYER POOL \$ 650,000  
PERCENT TO RETAIN 50.0%

**Vector Control Joint Powers Agency**  
**Member Contingency Fund - Prudent Balance Calculation**  
**As of November 20, 2019**

Member District		Self-Insurance Exposure - Two Full Limit Claims						Sub-Total Self-Insured Claims	2019/2020 Contribution Total	Two Years Contribution (2019/2020)	Total Contingent Costs	Member Contingency Fund Balances as of 11/20/2019	Amount Over / (Under) Prudent Balance
		Liability		Workers' Compensation		APD	Property						
		Deductible	Two Hits	Deductible	Two Hits	\$1,000 Ded.	\$500 Ded.						
		A	B = A x 2	C	D = C x 2	E = \$1,000 x 2	F = \$500 x 2	G = B + D + E + F	H	I = H x 2	J = G + I	K	L = K - J
1	Alameda County	10,000	20,000	25,000	50,000	2,000	1,000	73,000	132,745	265,490	338,490	358,147	19,657
2	Burney Basin	1,000	2,000	5,000	10,000	2,000	1,000	15,000	7,976	15,952	30,952	46,971	16,019
3	Butte County	10,000	20,000	25,000	50,000	2,000	1,000	73,000	103,064	206,128	279,128	282,179	3,051
4	Coachella Valley	25,000	50,000	25,000	50,000	2,000	1,000	103,000	366,403	732,806	835,806	599,268	(236,538)
5	Coalinga-Huron	1,000	2,000	2,500	5,000	2,000	1,000	10,000	4,946	9,892	19,892	6,681	(13,211)
6	Colusa	1,000	2,000	5,000	10,000	2,000	1,000	15,000	20,546	41,092	56,092	83,758	27,666
7	Compton Creek	2,500	5,000	2,500	5,000	2,000	1,000	13,000	13,357	26,714	39,714	67,687	27,973
8	Consolidated	10,000	20,000	25,000	50,000	2,000	1,000	73,000	129,236	258,472	331,472	347,062	15,590
9	Contra Costa	50,000	100,000	50,000	100,000	2,000	1,000	203,000	303,987	607,974	810,974	1,227,792	416,818
10	Delta	5,000	10,000	10,000	20,000	2,000	1,000	33,000	110,164	220,328	253,328	0	(253,328)
11	Durham	1,000	2,000	2,500	5,000	2,000	1,000	10,000	8,787	17,574	27,574	4,209	(23,365)
12	Fresno	5,000	10,000	25,000	50,000	2,000	1,000	63,000	74,541	149,082	212,082	214,301	2,219
13	Glenn County	1,000	2,000	5,000	10,000	2,000	1,000	15,000	11,522	23,044	38,044	41,769	3,725
14	Greater Los Angeles	75,000	150,000	50,000	100,000	2,000	1,000	253,000	555,003	1,110,006	1,363,006	1,274,616	(88,390)
15	Kings	5,000	10,000	10,000	20,000	2,000	1,000	33,000	79,730	159,460	192,460	0	(192,460)
16	Lake County	2,500	5,000	10,000	20,000	2,000	1,000	28,000	48,074	96,148	124,148	137,079	12,931
17	Los Angeles County West	25,000	50,000	25,000	50,000	2,000	1,000	103,000	282,249	564,498	667,498	603,485	(64,013)
18	Marin-Sonoma	50,000	100,000	50,000	100,000	2,000	1,000	203,000	244,854	489,708	692,708	799,674	106,966
19	Napa County	5,000	10,000	25,000	50,000	2,000	1,000	63,000	63,919	127,838	190,838	1,257,574	1,066,736
20	No Salinas Valley	2,500	5,000	25,000	50,000	2,000	1,000	58,000	50,168	100,336	158,336	581,400	423,064
21	Northwest	5,000	10,000	25,000	50,000	2,000	1,000	63,000	134,315	268,630	331,630	334,032	2,402
22	Orange County	25,000	50,000	50,000	100,000	2,000	1,000	153,000	670,722	1,341,444	1,494,444	428,999	(1,065,445)
23	Oroville	1,000	2,000	2,500	5,000	2,000	1,000	10,000	4,267	8,534	18,534	11,583	(6,951)
24	Pine Grove	1,000	2,000	2,500	5,000	2,000	1,000	10,000	6,737	13,474	23,474	29,548	6,074
25	Placer	1,000	2,000	10,000	20,000	2,000	1,000	25,000	127,387	254,774	279,774	182,857	(96,917)
26	Sacramento-Yolo	50,000	100,000	50,000	100,000	2,000	1,000	203,000	314,213	628,426	831,426	1,535,848	704,422
27	San Gabriel Valley	10,000	20,000	50,000	100,000	2,000	1,000	123,000	203,202	406,404	529,404	100,309	(429,095)
28	San Joaquin County	50,000	100,000	50,000	100,000	2,000	1,000	203,000	214,355	428,710	631,710	637,499	5,789
29	San Mateo County	10,000	20,000	25,000	50,000	2,000	1,000	73,000	168,801	337,602	410,602	489,884	79,282
30	Santa Barbara County	2,500	5,000	5,000	10,000	2,000	1,000	18,000	37,606	75,212	93,212	56,105	(37,107)
31	Shasta	2,500	5,000	25,000	50,000	2,000	1,000	58,000	88,267	176,534	234,534	229,439	(5,095)
32	Sutter-Yuba	10,000	20,000	25,000	50,000	2,000	1,000	73,000	86,114	172,228	245,228	351,822	106,594
33	Tehama County	1,000	2,000	10,000	20,000	2,000	1,000	25,000	31,266	62,532	87,532	264,440	176,908
34	Turlock	10,000	20,000	25,000	50,000	2,000	1,000	73,000	73,021	146,042	219,042	228,107	9,065
35	West Valley	10,000	20,000	25,000	50,000	2,000	1,000	73,000	117,360	234,720	307,720	310,022	2,302
	Total	476,500	953,000	782,500	1,565,000	70,000	35,000	2,623,000	4,888,904	9,777,808	12,400,808	13,124,145	723,337

## Sacramento-Yolo Mosquito and Vector Control District Investment Report

### MAILING ADDRESS

**SACRAMENTO COUNTY**  
 8631 BOND ROAD  
 ELK GROVE, CA 95624

**1.800.429.1022**  
**FIGHTtheBITE.net**

The District investment policy authorizes District funds and monies to be invested in only one or a combination of the following institutions and investment types:

- A. Yolo County Treasurer Investment Pool
- B. State Treasurer's Local Agency Investment Fund (L.A.I.F.)
- C. Member and Property Contingency Fund deposits with the Vector Control Joint Powers Agency (VCJPA)
- D. Prefunding of Other Post-Employment Benefits (OPEB) through California Public Employer's Retiree Benefit Trust Program (CERBT)

As the District receives revenue from taxes and other resources they are deposited with the Yolo County Treasurer. The following is the interest earnings, fund balances and investments of the District for the quarter ending **September 30, 2019**.

**Gary Goodman, MANAGER**

### 2019 BOARD OF TRUSTEES

**RAYMOND LATORRE**  
 PRESIDENT, SACRAMENTO

**JAYNA KARPINSKI-COSTA**  
 VICE PRESIDENT, CITRUS HEIGHTS

**CRAIG BURNETT**  
 FOLSOM

**CHRISTOPHER BARKER**  
 DAVIS

**RAUL DEANDA**  
 WEST SACRAMENTO

**SEAN DENNY**  
 WOODLAND

**BRUCE ELDRIDGE**  
 YOLO COUNTY

GALT

**LYNDON HAWKINS**  
 ELK GROVE

**GAR HOUSE**  
 WINTERS

**SUSAN MAGGY**  
 SACRAMENTO COUNTY

**ROBERT J. MCGARVEY**  
 RANCHO CORDOVA

**ROSEMARIE MOORE**  
 ISLETON

Institution		Earnings	Total as of 09/30/2019
Yolo County Treasurer Investment Pool	2.45%*	(\$10,089.76)	(\$98,527.77)
L.A.I.F.	2.45%	\$59,005.98	\$4,926,259.32
VCJPA-Member Contingency Fund	2.4%	\$17,721.00	\$1,535,848.00
VCJPA-Property Contingency Fund**			
CERBT-Strategy 3		\$43,476.71	\$1,919,349.27
		District Total:	\$8,282,928.82

*\*Rates are reflected as annualized earning rates*

*\*\* VCJPA Property Contingency Fund (PCF) net balance has been deposited into the Member Contingency Fund (MCF) and the PCF has been dissolved by the VCJPA Board effective July 1, 2019. See Notes on the attached statements for more detail.*





# County of Yolo

www.yolocounty.org

**CHAD RINDE, CPA**  
Chief Financial Officer  
**TOM HAYNES**  
Assistant Chief Financial Officer

## DEPARTMENT OF FINANCIAL SERVICES

625 Court Street, Room 102  
PO BOX 1268  
WOODLAND, CA 95776  
PHONE: (530) 666-8190  
FAX: (530) 666-8215  
EMAIL: DFS@yolocounty.org

- Financial Leadership
- Budget & Financial Planning
- Treasury & Finance
- Tax & Revenue Collection
- Financial Systems Oversight
- Accounting & Financial Reporting
- Internal Audit
- Procurement

November 13, 2019

Mr. Gary Goodman  
Sacramento-Yolo Mosquito Abatement District  
8631 Bond Road  
Elk Grove, CA 95624

Dear Mr. Goodman:

Listed below for your information and that of the Board of Directors, is data pertaining to interest earnings, fund balances and investments of the District for the quarter ended September 30, 2019. The Yolo County Treasurer's Investment Report is available electronically.

<u>PERIOD</u>	<u>YOLO COUNTY</u>	<u>LAIF</u>	<u>EARNINGS</u>
Quarter ending September 30, 2019:	2.45%*		(\$ 10,089.76)
Quarter ending September 30, 2019:		2.45%	\$ 59,005.98

Placement of Funds as of September 30, 2019:

Yolo County Treasurer's Pool (Fund 6953)	\$ (98,527.77)
Flexible Spending Account	23,986.37
LAIF	<u>4,926,259.32</u>
Total	\$ 4,851,717.91

\*Rates are reflected above as annualized earning rates.

Negative balance resulting from large end / beginning year payments and year end close process. We have noted for future year end cash flow planning. Any negative earnings were offset by LAIF earnings, resulting in a neutral earnings impact for Mosquito.

Should you or the Board wish additional information or have any questions, please let me know.

Sincerely,

Edward Burnham  
Accounting Manager, Treasury & Finance





# Vector Control Joint Powers Agency

## Member Contingency Fund

~Reissued 11/14/2019 to Present Interest Earned~

For the Quarter Ended

September 30, 2019

Member District	Balance at Beginning of Quarter	Transfer From PCF <sup>(1)</sup>	Contribution	(Withdrawals)	Interest Earned	Allocated Admin.	Balance at End of Quarter
Alameda County	353,497	51,713		(51,332)	4,277	(8)	358,147
Burney Basin	31,574	14,926			472	(1)	46,971
Butte County	322,072	51,024		(94,542)	3,632	(7)	282,179
Coachella Valley	1,032,068	54,415			12,810	(25)	1,099,268
Coalinga-Huron	5,087	1,523			71	0	6,681
Colusa	76,138	6,661			961	(2)	83,758
Compton Creek	63,097	3,806			786	(2)	67,687
Consolidated	295,316	47,893			3,861	(8)	347,062
Contra Costa	1,144,900	69,122		(463)	14,261	(28)	1,227,792
Durham	4,159	0			50	0	4,209
Fresno	216,951	26,541		(31,778)	2,592	(5)	214,301
Glenn County	38,261	3,028			481	(1)	41,769
Greater Los Angeles	1,206,880	52,850			14,915	(29)	1,274,616
Lake County	135,444	0			1,638	(3)	137,079
Los Angeles County West	596,288	0			7,211	(14)	603,485
Marin-Sonoma	730,089	60,408	245,198	(245,198)	9,195	(18)	799,674
Napa County	379,757	856,126	11,869		9,841	(19)	1,257,574
No Salinas Valley	547,760	26,866			6,787	(13)	581,400
Northwest	361,897	17,661			4,483	(9)	384,032
Orange County	349,176	75,155			4,677	(9)	428,999
Oroville	11,445	0			138	0	11,583
Pine Grove	26,618	2,593			338	(1)	29,548
Placer	180,076	604			2,181	(4)	182,857
Sacramento-Yolo	1,412,563	105,599			17,721	(35)	1,535,848
San Gabriel Valley	0	99,707			603	(1)	100,309
San Joaquin County	620,584	94,338	129,493	(214,463)	7,562	(15)	637,499
San Mateo County	446,110	38,159			5,626	(11)	489,884
Santa Barbara County	53,680	1,766			660	(1)	56,105
Shasta	233,270	31,268		(37,875)	2,781	(5)	229,439
Sutter-Yuba	284,532	63,473			3,825	(8)	351,822
Tehama County	238,276	23,148			3,022	(6)	264,440
Turlock	225,386	0			2,726	(5)	228,107
West Valley	273,765	72,515			3,749	(7)	350,022
<b>Total</b>	<b>11,896,716</b>	<b>1,952,888</b>	<b>386,560</b>	<b>(675,651)</b>	<b>153,932</b>	<b>(300)</b>	<b>13,714,145</b>

### Notes:

Yield to maturity rate on the VCJPA portfolio is 2.4% as of the above date. As required by GASB 31, the allocated interest shown also reflects market value changes to the securities held in the portfolio. Therefore, the actual interest allocated to this fund, and all program year funds, may or may not equal the yield to maturity rate from quarter to quarter. However, the average overall allocated interest, over the life of this fund, should provide a close approximation.

<sup>(1)</sup> During the June 5, 2019 Board meeting, the Board of Directors approved the dissolution of the Property Contingency Fund (PCF) effective July 1, 2019. Members' net balance in the PCF was transferred to the Member Contingency Fund, effective July 1, 2019.



# Vector Control Joint Powers Agency

## Property Contingency Fund

Final Statement as of July 1, 2019

Member District	(1) Balance Reported at June 30, 2019	(2) 2018/19 Approved Release to Property Program	(3) 2019/20 Approved Release to Property Program	(4) Transfer to MCF	(5) Balance at July 1, 2019
Alameda County	\$52,796	(\$194)	(\$889)	(\$51,713)	\$0
Burney Basin	15,238	(56)	(256)	(14,926)	0
Butte County	52,094	(192)	(878)	(51,024)	0
Coachella Valley	55,556	(206)	(935)	(54,415)	0
Coalinga-Huron	1,555	(6)	(26)	(1,523)	0
Colusa	6,801	(26)	(114)	(6,661)	0
Compton Creek	3,885	(14)	(65)	(3,806)	0
Consolidated	48,896	(180)	(823)	(47,893)	0
Contra Costa	70,571	(260)	(1,189)	(69,122)	0
Delta	0	0	0	0	0
Durham	0	0	0	0	0
Fresno	27,097	(100)	(456)	(26,541)	0
Glenn County	3,092	(12)	(52)	(3,028)	0
Greater Los Angeles	53,956	(198)	(908)	(52,850)	0
Kings	0	0	0	0	0
Lake County	0	0	0	0	0
Los Angeles County	0	0	0	0	0
Marin-Sonoma	61,671	(226)	(1,037)	(60,408)	0
Napa County	874,048	(3,212)	(14,710)	(856,126)	0
No Salinas Valley	27,429	(102)	(461)	(26,866)	0
Northwest	18,031	(66)	(304)	(17,661)	0
Orange County	76,729	(282)	(1,292)	(75,155)	0
Oroville	0	0	0	0	0
Pine Grove	2,648	(10)	(45)	(2,593)	0
Placer	616	(2)	(10)	(604)	0
Sacramento-Yolo	107,808	(396)	(1,813)	(105,599)	0
San Gabriel Valley	101,794	(374)	(1,713)	(99,707)	0
San Joaquin County	96,312	(354)	(1,620)	(94,338)	0
San Mateo County	38,959	(144)	(656)	(38,159)	0
Santa Barbara County	1,802	(6)	(30)	(1,766)	0
Shasta	31,922	(116)	(538)	(31,268)	0
Sutter-Yuba	64,804	(240)	(1,091)	(63,473)	0
Tehama County	23,632	(86)	(398)	(23,148)	0
Turlock	0	0	0	0	0
West Valley	74,035	(274)	(1,246)	(72,515)	0
<b>Total</b>	<b>\$1,993,777</b>	<b>(\$7,334)</b>	<b>(\$33,555)</b>	<b>(\$1,952,888)</b>	<b>\$0</b>

### Notes:

During the June 5, 2019 Board meeting, the Board of Directors approved the dissolution of the Property Contingency Fund (PCF) effective July 1, 2019. Accordingly, this will be the **final** PCF Statement issued by VCJPA. Elements reported above are as follows:

- (1) PCF Balance reported to members on the June 30, 2019 statement.
- (2) Release of a portion of the PCF balance to offset Property Program contributions was approved with the 2018/2019 Operating Budget, but was not recorded during the 2018/2019 fiscal year. This transfer serves to execute the release as approved on June 11, 2018.
- (3) Release of a portion of the PCF balance to offset Property Program contributions for the 2019/20 program year, as approved with the Operating Budget on June 5, 2019.
- (4) Net balance of members' PCF was transferred to the Member Contingency Fund (MCF), effective July 1, 2019.
- (5) Zero balance at July 1, 2019 demonstrates dissolution of the PCF as approved by the Board.

# Sacramento-Yolo Mosquito & Vector Control District

CERBT Strategy 3

Entity #: SKB8-1375523307

Quarter Ended September 30, 2019



## Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$1,876,278.34	\$1,876,278.34
Contribution	0.00	0.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	43,476.71	43,476.71
Administrative Expenses	(234.40)	(234.40)
Investment Expense	(171.38)	(171.38)
Other	0.00	0.00
Ending Balance	\$1,919,349.27	\$1,919,349.27
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$1,919,349.27	\$1,919,349.27

## Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	123,845.370	123,845.370
Unit Purchases from Contributions	0.000	0.000
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	123,845.370	123,845.370
Period Beginning Unit Value	15.150168	15.150168
Period Ending Unit Value	15.497948	15.497948

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 09/30/2019  
Sacramento-Yolo Mosquito & Vector Control District  
Entity #: SKB8-1375523307

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Client Contact:  
CERBT4U@CalPERS.ca.gov

# BARTKIEWICZ, KRONICK & SHANAHAN

RICHARD P. SHANAHAN  
RYAN S. BEZERRA  
JOSHUA M. HOROWITZ  
JENNIFER T. BUCKMAN  
ANDREW J. RAMOS  
PATRICK K. FITZGERALD  
BRITTANY N. BRACE

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1011 TWENTY-SECOND STREET  
SACRAMENTO, CALIFORNIA 95816-4907  
TEL. (916) 446-4254  
FAX (916) 446-4018  
www.bkslawfirm.com

*Retired*  
PAUL M. BARTKIEWICZ  
STEPHEN A. KRONICK  
ALAN B. LILLY

December 10, 2019

## Via Email

Mr. Gary W. Goodman, General Manager  
Sacramento-Yolo Mosquito and  
Vector Control District  
8631 Bond Road  
Elk Grove, CA 95624

Re: Legal Services Agreement and 2020 Rates

Dear Gary:

In order to account for increased costs and changes in the experience of our professional staff, Bartkiewicz, Kronick & Shanahan is adjusting its hourly rates for professional staff, effective January 1, 2020. The following are the rates for 2020:

Principal I	\$310/hour
Principal II	\$285/hour
Associate I	\$260/hour
Associate II	\$250/hour
Of Counsel	\$310/hour

Please also note that Patrick Fitzgerald, who has been working with Marty Scholl on warrants and other matters for the District, will be advancing to Associate I and will be billed at the Associate I rate beginning January 2, 2020.

We will continue to make our very best efforts to control costs so that we are able to provide the highest quality legal services to you at the most reasonable rates possible.

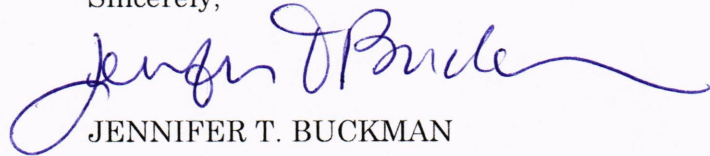
December 10, 2019

Gary W. Goodman

Page 2

Thank you for the continued opportunity to provide you with legal services; we sincerely appreciate the District's business. Please contact us if you have any questions concerning this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jennifer T. Buckman", with a long, sweeping horizontal flourish extending to the right.

JENNIFER T. BUCKMAN

**1. Items for Approval by General Consent:**

- f. Board Authorization to Grant an Extension of a Medical Leave of Absence for District Employee Pursuant to Section 6.05 (b) of the District Personnel Manual

**Staff Report**

The District has had an employee out on medical leave due to an injury that occurred on March 21, 2019. The employee is requesting an extension of this leave through January 21, 2020. Pursuant to section 6.05 (b) of the District Personnel Manual, “A leave of absence over thirty (30) days requires the prior approval of the Board.”

**Recommendation: Approve an Extension of the Medical Leave of Absence for Henry Estrada through January 21, 2020.**

Henry Estrada  
2542 Legacy Way  
Lodi CA 95242

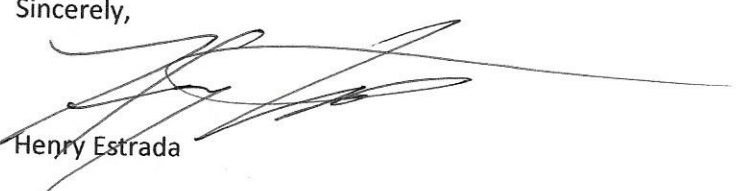
December 6, 2019

Gary Goodman  
Manager  
Sacramento-Yolo Mosquito and Vector Control District  
8631 Bond Road  
Elk Grove CA 95624

Dear Gary Goodman:

Due to my 3/21/2019 work injury and ongoing medical situation, I am unable to return to work. I have provided the District with a letter from my treating physician supporting my request to continue the extension of my medical leave of absence. I am requesting an extension of my medical leave through January 21, 2020.

Sincerely,



Henry Estrada





November 27 2019

HENRY ESTRADA  
2542 LEGACY WAY  
LODI, CA 952424822

To Whom It May Concern,

The above named patient is currently being treated at Lampa Medical Inc. Due to his medical condition, patient is unable to work and has no return date at this time.

If you have any questions regarding this matter, please contact our office.

Sincerely,

*Walter Lampa, MD*  
Walter Lampa, MD  
1930 Tienda Drive Suite 204 Lodi, CA 95242  
209.333.9617

**Lampa Medical Inc.**  
1930 Tienda Drive, Suite 204  
Lodi, CA 95242  
(209) 333-9617

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# **Sacramento-Yolo Mosquito and Vector Control District**

## **December 17, 2019 Board Meeting**

### **3. Board Review and Consideration of Cabinetry for Laboratory Renovation**

#### **Staff Report:**

As mentioned in prior Board Meetings, District staff has been diligently working on converting the library into additional laboratory space to bring PCR testing in house in order to streamline the process. In order to make this space fully functional the next step of the project is to purchase and install cabinetry and counter tops. Staff has been in communication with several vendors and has been able to acquire three quotes for this project which are attached and summarized below.

Formaspace	\$30,144.59
Hanson	\$39,090.00
Steel Sentry	\$26, 123.04

All three companies come highly recommended and their representatives have been very responsive. District staff is asking the Board to authorize this project by working with one of the above listed vendors.

#### **Recommendation:**

**Authorize staff to work with Steel Sentry to install cabinetry for the laboratory renovation not to exceed \$30,000.**



**Remit Address:**  
1100 E Howard Ln  
#400  
Austin TX 78753  
United States

**Bill To:**

Sarah S. Wheeler, PhD  
Sacramento-Yolo Mosquito & Vector  
Control District  
8631 Bond Road  
Elk Grove CA 95624  
United States

**Ship To:**

Sarah S. Wheeler, PhD  
Sacramento-Yolo Mosquito & Vector  
Control District  
8631 Bond Road  
Elk Grove CA 95624  
United States

**Quote #: QUO7884**

**Date:** 11/13/2019  
**Salesperson:** Mike Triche  
**Salesperson Email:**  
mike.triche@formaspace.com  
**Salesperson Phone:** (512) 279-2791  
**Fax Number:** 512-279-2589  
**Delivery Type:**  
**Valid Until:** 12/13/2019

Item No.	Qty	Description	List Price	Sell Price	Ext. Price
1	1	<b>FBI-C1010715-0</b> Island Assembly 72W x 30D x 36H Details: PHENOLIC Worksurface, Adjustable Levelers, SD Frame, Clear Coat Gloss (CL01)  FRM ASSY ISL 1.5SQ x 70.0 x 28.0 x 33.5 CLR GLS SMTH Leveler 1/2-13 TOP PNL 0.75 x 72.0 x 30.0 PHN BLK Grater cup 1.5" sq with 4 clips, 1/2-13 BOLT SPDR 16GA x 1.5SQ x 66.875 CLR GL SMT NOTE: Mount lower spreader at center location.  MOD NOTE - REMOVE UNISTRUT HOLES	\$1,391.36	\$626.11	\$626.11
2	12	<b>UPR SHLF ASSY-C1010718-0</b> 5.0 Upper Shelf Assembly 48W x 15D, STRAIGHT, PHENOLIC Surface, Clear Coat Gloss (CL01) Frame  UPPER SHELF FRM ASSY 46 x 15 x 6 CLR GL SMT STD SHELF 0.75 x 47.75 x 15.0 PHN BLK HDWE UNI ASSY KIT .375 DIA x 1.00	\$519.00	\$233.55	\$2,802.60
3	1	<b>FSCUST-C1010725-0</b> FS-Custom Assembly BMC Cabinets , DETAILS:  2 small drawer/ 3 large drawer 1 drawer/cabinet 2 drawer/cabinet 2 faux drawer/2 cabinet sink 4 half drawer/2 full drawer 4 drawers/2 cabinets 5 drawers	\$29,024.00	\$13,060.80	\$13,060.80
4	1	<b>FSCUST-C1010727-0</b> FS-Custom Assembly Metal Pegboard , DETAILS:  metal pegboard	\$4,356.00	\$1,960.20	\$1,960.20
5	1	<b>EpoxyTops.com</b> 1" Black Phenolic with sink, eye wash and faucet cutout	\$8,737.00	\$3,931.65	\$3,931.65



**Remit Address:**  
 1100 E Howard Ln  
 #400  
 Austin TX 78753  
 United States

Item No.	Qty	Description	List Price	Sell Price	Ext. Price
6	1	<b>Installation Services</b> - Receive and unload shipment(s) including needed equipment (fork lift, pallet jack) if specified - Unpacking of crates - Assembly, placement and cleaning of benches - Debris removal to onsite location (or offsite if specified)	\$7,000.00	\$3,150.00	\$3,150.00
7	3	<b>Crate</b> Crate	\$339.00	\$152.55	\$457.65

<b>List Subtotal:</b>	\$57,753.36
<b>Currency:</b> US Dollar	<b>Discount:</b> (\$31,764.35) -55%
<b>Total Item Weight:</b> 1,301	<b>Tax:</b> \$2,168.17
	<b>Shipping:</b> \$1,987.41
	<b>Grand Total:</b> \$30,144.59

THIS IS NOT AN ORDER YET. Please review this quote carefully, checking your address, product descriptions, quantities, measurements, colors, prices, and freight costs. When you are completely satisfied with the accuracy of this quote, please sign the bottom or provide a detailed purchase order matching the quote. Please fax your acceptance to 512-279-2589.

IMPORTANT: This acknowledgment must be signed by the person who orders the product. CREDIT CARD orders will be billed at time of purchase.

NOTICE: Any purchases over \$10,000 will require a 50% order deposit.

ACCEPTED BY: \_\_\_\_\_ SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

Thank you for choosing Formaspace!



**Sac Yolo MVCD Lab Remodel**  
**Linear Ft. Budget Worksheet**

**8631 Bond Road, Elk Grove CA 95624**

REV. 11/13/19 4:12 PM  
 PRINT DATE: 12/9/2019

Items	Length (ft.)	Unit Price	Total	
Fixed Metal Lab Casework - Epoxy/Phenolic Tops	57	\$ 400.00	\$ 22,800.00	LF Price shown for single sided bench 30"D
Lab Sink w/ fixture set (H/CW Faucet, DI Pure Faucet, Swing-away eyewash unit, PTD, & Drying Rack)	1	\$ 3,000.00	\$ 3,000.00	EACH
ADJ. Height Table - Epoxy tops	6	\$ 265.00	\$ 1,590.00	LF
Wall Shelving, 12"D metal shelves	20	\$ 235.00	\$ 4,700.00	LF
General Conditions & Requirements	1	\$ 7,000.00	\$ 7,000.00	EACH
<b>GRAND TOTAL:</b>			<b>\$ 39,090.00</b>	

**Sac Yolo MVCD Lab Remodel**

**8631 Bond Road, Elk Grove CA 95624**

LAB/ROOM #	Lab Casework	ADJ. Height Table	Lab Sink w/ fixture set (H/CW Faucet, DI Pure Faucet, Swing-away eyewash unit)	Wall Shelving
Main Lab - sink wall	18		1	
Main Lab - opp. wall	16			10
PCR Suite - shelf wall	14			10
PCR Suite - opp. wall	9			
Mobile table island		6		
<b>TOTALS:</b>	<b>57</b>	<b>6</b>	<b>1</b>	<b>20</b>



Remit To: P.O. Box 83579  
Gaithersburg, MD 20883

## Quotation

Bill To:

Ship To:

Quote #:

Date: 3-Dec-19

Valid Until: 18-Dec-19

Project Manager: Joe Munoz

Direct #: 512-814-2737

Email: [jmunoz@steelsentry.com](mailto:jmunoz@steelsentry.com)

PO Receipt Line: (240) 255-0056

Quoted For: Sarah Wheeler

Phone: 916-405-2068

Email: [sawheeler@fightthebite.com](mailto:sawheeler@fightthebite.com)

Dock:

Uftgate:

Forklift:

Appointment:

Inside Delivery:

Residential:

Installation:

QTY	Item #	Item	L/C/R	Size (LxDxH)	Weight	Total Weight	Unit Price	Amount
PCR SUITE								
Casework:								
2		7" Rear Filler Panel				10	\$ 75.00	\$ 150.00
1	BC-36-35-3011	SteelSentry Base Cabinet - (2 6" Drawers / 1 2 Door Cabinet)		36x22x35	130	130	\$ 785.00	\$ 785.00
1	BC-24-35-1007	SteelSentry Base Cabinet - (4 6" Drawers)		24x22x35	120	120	\$ 705.00	\$ 705.00
1		36" Knee Space Panel			150	150	\$ 275.00	\$ 275.00
1	BC-36-35-3011	SteelSentry Base Cabinet - (2 6" Drawers / 1 2 Door Cabinet)		36x22x35	130	130	\$ 785.00	\$ 785.00
1		Corner Filler Frame		30x30x35	150	150	\$ 399.00	\$ 399.00
1	BC-36-35-3010	SteelSentry Base Cabinet - (1 Sink Panel / 1 2 Door Cabinet)		36x22x35	130	130	\$ 740.00	\$ 740.00
1	ROUT-SINK	Phenolic Sink Cutout					\$ 49.50	\$ 49.50
1		Faucet Cut Out					\$ 19.00	\$ 19.00
1	L412	Laboratory Faucet			4	4	\$ 263.00	\$ 263.00
		Gooseneck Mixing Faucet, Deck Mounted						
1	3233	Stainless Steel Drop In Sink	Overall:	25x22x8	15	15	\$ 247.50	\$ 247.50
		3.5" Drain / Center	Bowl Size:	21x15.75x8				
		20 Gauge Stainless Steel / Satin Finish						
		Sound Deadening, Inhibits Condensation						
		<Required>						
1		Basket Strainer			2	2	\$ 52.80	\$ 52.80
1	BC-36-35-3012	SteelSentry Base Cabinet - (2 6" Drawers / 3 6" Drawers)		36x22x35	135	135	\$ 785.00	\$ 785.00
3	P100004	Slotted Upright		96x10	9	27	\$ 49.00	\$ 147.00
3	P100301	12" Adjustable Shelf - Powder Coated Steel			22	66	\$ 175.00	\$ 525.00
Surface:								
2		Phenolic Surface (.75") - Black	PRICE/SQ FT	LENGTH	DEPTH			
2		Phenolic Backsplash (.75") - Black	\$ 21.00	81	30	84.375	169	\$ 354.38 \$ 708.75
1		Phenolic Surface (.75") - Black	\$ 21.00	81	4	11.25	23	\$ 47.25 \$ 94.50
1		Phenolic Surface (.75") - Black	\$ 21.00	72	30	75	75	\$ 315.00 \$ 315.00
1		Phenolic Backsplash (.75") - Black	\$ 21.00	72	4	10	10	\$ 42.00 \$ 42.00

MAIN LAB										
<div>Frame: 1FR-15-16-W-723036SteelSentry Lab Island Workbench</div> <div>Reveal: Rear 1" / Left 1" / Right 1" / Front 1"</div> <div>Frame: 1.5" / 16 Gauge Tube / All-Welded</div> <div>ALL-WELDED</div> <div>Frame Color: 7035 Light Gray</div> <div>Deck Color: Black</div> <div>Deck Mat: PHEN - .75" Thick</div> <div>Edge Banding: NONE</div> <div>Feet: Total Lock Casters</div> <div>72x30x36</div> <div>135</div> <div>135</div> <div>\$ 625.00</div> <div>\$ 625.00</div>										
<div>Surface: 1Phenolic Surface (.75") - Black</div> <div>Accessories: Lower Shelves</div> <div>1P100311Lower Shelf - Full Depth - Phenolic</div> <div>Deck Color: Black</div> <div>Edge Banding: NONE</div> <div>40</div> <div>40</div> <div>\$ 315.00</div> <div>\$ 315.00</div>										
<div>Drawers / Storage</div> <div>1P1005066/6/6 - Drawer Combo (Steel Construction)</div> <div>1P1005073/6/12 - Drawer Combo (Steel Construction)</div> <div>Left Side15.5 x 17.5 x 18.5</div> <div>Right Side15.5 x 17.5 x 22</div> <div>66</div> <div>48</div> <div>\$ 426.00</div> <div>\$ 441.00</div>										
<div>Height / Feet</div> <div>4P100758Total Lock Caster</div> <div>2.5</div> <div>10</div> <div>\$ 29.00</div> <div>\$ 116.00</div>										
<div>Casework:</div> <div>27" Rear Filler Panel</div> <div>1BC-24-35-1004SteelSentry Base Cabinet - (1 6" Drawer / 1 Right-Hinged Door)</div> <div>1BC-48-35-4010SteelSentry Base Cabinet - (1 Sink Panel / 2 Door Cabinet)</div> <div>1ROUT-SINKPhenolic Sink Cutout</div> <div>1Faucet Cut Out</div> <div>1Faucet Cut Out for Eyewash</div> <div>1EW895Deck Mounted Stainless Steel Eyewash</div> <div>1L412Laboratory Faucet</div> <div>13233Gooseneck Mixing Faucet, Deck Mounted</div> <div>Stainless Steel Drop In Sink</div> <div>3.5" Drain / Center</div> <div>20 Gauge Stainless Steel / Satin Finish</div> <div>Sound Deadening, Inhibits Condensation</div> <div>&lt;Required&gt;</div> <div>Basket Strainer</div> <div>Overall: 25x22x8</div> <div>Bowl Size: 21x15.75x8</div> <div>15</div> <div>15</div> <div>\$ 247.50</div> <div>\$ 247.50</div>										
<div>130" Knee Space Panel</div> <div>1BC-24-35-1004SteelSentry Base Cabinet - (1 6" Drawer / 1 Right-Hinged Door)</div> <div>1BC-36-35-3012SteelSentry Base Cabinet - (2 6" Drawers / 3 6" Drawers)</div> <div>1Corner Filler Frame</div> <div>1BC-24-35-1004SteelSentry Base Cabinet - (1 6" Drawer / 1 Right-Hinged Door)</div> <div>135" Knee Space Panel</div> <div>1BC-24-35-1004SteelSentry Base Cabinet - (1 6" Drawer / 1 Right-Hinged Door)</div> <div>1BC-36-35-3012SteelSentry Base Cabinet - (2 6" Drawers / 3 6" Drawers)</div> <div>1BC-36-35-3012SteelSentry Base Cabinet - (2 6" Drawers / 3 6" Drawers)</div> <div>1P100004Slotted Upright</div> <div>6P10030112" Adjustable Shelf - Powder Coated Steel</div> <div>1EP-2430Epoxy Pegboard - 24 x 30</div> <div>1P100712Pegboard Mounting Rails with Hardware</div> <div>39 Pegs</div> <div>48x10</div> <div>24x30x1</div> <div>22</div> <div>55</div> <div>\$ 49.00</div> <div>\$ 269.50</div>										
<div>Surface: 2Phenolic Surface (.75") - Black</div> <div>2Phenolic Backsplash (.75") - Black</div> <div>2Phenolic Surface (.75") - Black</div> <div>2Phenolic Backsplash (.75") - Black</div> <div>PRICE/SQ FT</div> <div>LENGTH</div> <div>DEPTH</div> <div>\$ 21.00</div> <div>96</div> <div>30</div> <div>100</div> <div>200</div> <div>\$ 420.00</div> <div>\$ 840.00</div>										
<div>\$ 21.00</div> <div>96</div> <div>4</div> <div>13.33333333</div> <div>27</div> <div>\$ 56.00</div> <div>\$ 112.00</div>										
<div>\$ 21.00</div> <div>77.5</div> <div>30</div> <div>80.72916667</div> <div>161</div> <div>\$ 339.06</div> <div>\$ 678.13</div>										
<div>\$ 21.00</div> <div>77.5</div> <div>4</div> <div>10.76388889</div> <div>22</div> <div>\$ 45.21</div> <div>\$ 90.42</div>										
<div>Total Weight</div> <div>3898</div> <div></div> <div></div>										
<div>Deposit Terms (Over \$10K): Due on Invoice Receipt</div> <div>Payment Terms: Due on Product Receipt</div> <div>FOB Point: ORIGIN</div> <div>SUBTOTAL</div> <div>\$ 21,403.04</div>										
<div>SHIPPING &amp; HANDLING - ESTIMATE ONLY</div> <div>\$ 4,720.00</div>										
<div>INSTALLATION</div> <div>\$3,998.40</div>										
<div>TOTAL</div> <div>\$ 26,123.00</div>										



**TERMS & CONDITIONS**

- PAYMENT TERMS ARE - DUE ON RECEIPT.
- Prices quoted are in US DOLLARS and valid for 14 days.
- Cancelled orders may be subject to a cancellation charge to cover finished goods, W.I.P. or raw materials.
- All orders exceeding \$10,000 will require a minimum materials deposit of 40% at time of order placement.
- Installation is performed strictly on a Time and Material Basis.

**SHIPPING & HANDLING - To Be Determined**

- Shipping is booked on day of completion to ensure the best rate possible for our customers. Any dollar amount of freight provided is our best estimate at the time of quotation.
- The amount/extent of packing materials needed is undeterminable until order completion. These materials affect the final Shipping and Handling cost.
- Customer MUST notify SteelSentry of any special delivery requests such as Lift Gate, Inside Delivery, ETC.
- Freight terms are 'Prepay & Add' unless 'Freight Collect' requested by customer.
- Handling charges, including crating, packaging and related materials will apply regardless of freight term selected.
- If not notified SteelSentry will invoice for any additional charges from the Shipper.

SteelSentry wants your order to be perfect- please review this quote for accuracy. Carefully check the following details:

**Ship To Address**  
**Item - Quantity, Description, Color, Size and Cost**  
**Terms & Conditions- Payment and Deposit Terms**  
**Delivery Option**

When you are completely satisfied with the accuracy of this quote, please sign the bottom **and** provide a detailed purchase order matching the quote. Please fax your acceptance to (240) 255-0056. We will get your order processed immediately - Thank you for your patronage!

IMPORTANT: This acknowledgement must be signed by the purchaser of the product items referenced in this Quotation.

Accepted By(Print): \_\_\_\_\_ Signature: \_\_\_\_\_ DATE: \_\_\_\_\_

For Internal Use Only:

CC# :

CC Exp:

Security Code:

Name on Card:

Billing Address:

Billing City, ST:

Billing Zip:

CC Receipt To:

PO #:

Deposit Contact:

Phone:

Email:

Purchaser Name:

Phone:

Email:

End User:

Phone:

Email:

Order Date:

Ship Date:

Need By:

Do No Ship Until:

Special Instructions:

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# **Sacramento-Yolo Mosquito and Vector Control District**

## **December 17, 2019 Board Meeting**

### **4. Reports to the Board**

- a. Manager's Report**
- b. Reports from District Departments**

#### **a. Manager's Report**

The year is at an end and staff is preparing for the upcoming 2020 season with planning, training, and maintenance of the equipment. The District posted a recruitment announcement for Field Technician to fill the vacant positions created by recent retirements.

The District is continuing to move forward with the relocation of the library and the conversion of the lab PCR room. The project is moving quickly due to the diligent work of staff that has been involved in the project.

The MVCAC planning session was held on December 3<sup>rd</sup> and 4<sup>th</sup>. The discussion centered on legislative and regulatory priorities for the upcoming year. The MVCAC Board approved the association joining the Vector-Borne Disease Network, a stakeholder group of non-profit organizations focused on supporting vector management as a means to reduce the public health issues caused by arthropod disease vectors.

District staff is continuing to work on the five year plan for future activities and direction of the District. Staff will provide an update to the Board in January on the items highlighted in the five year plan.

#### **b. Reports from District Departments**

- **Lab/Surveillance (Marcia Reed-written)**
  - **Microbiologist-Kara Kelley**
  - **Vector Ecologist-Debbie Dritz**
  - **Biologist-Sarah Wheeler**
- **Ecological Management (Marty Scholl-written)**
- **Biological Control (Tony Hedley-written)**
- **Larval and Adult Control (Steve Ramos-written)**
  - **Control Supervisors-Garth Ehrke, Demetri Dokos, Kevin Combo, Ryan Wagner**
- **Geographic Information Systems-Ruben Rosas**
- **Public Outreach (Luz Maria Robles-written)**
- **Shop-Tom Price**
- **Administration-Janna McLeod and Samer Elkashef**

## LABORATORY

### Monthly Report for December 2019 Board Meeting

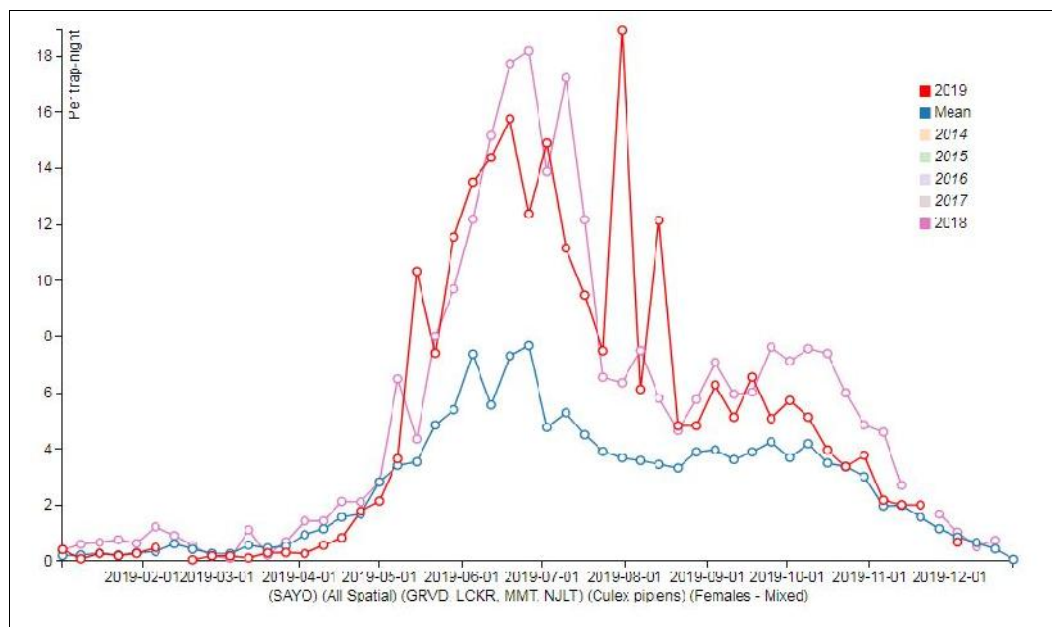
#### Insectary:

Colonies maintained: *Culex tarsalis* Kern National Wildlife (susceptible)  
*Culex tarsalis* Conaway Ranch – wild (resistant)  
*Culex quinquefasciatus* Cq1 (susceptible)  
*Culex pipiens* Woodland (resistant)  
*Culex pipiens* f. *molestus* - wild - Sacramento County  
*Aedes sierrensis* wild - Marin - Sonoma County (in egg form)

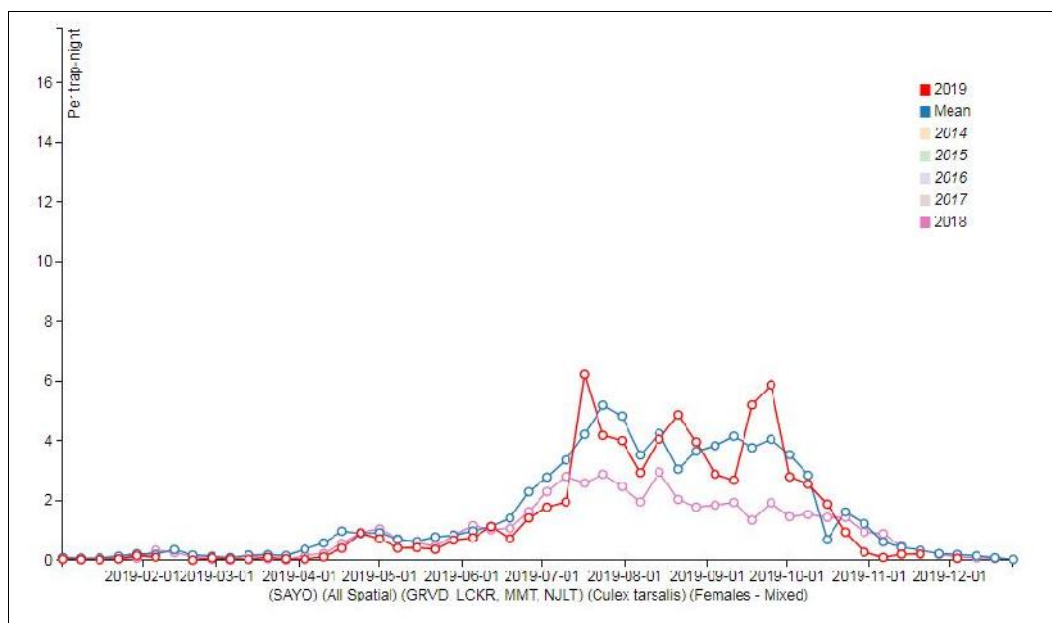
#### Surveillance:

- **Weekly collections** – New Jersey Light traps (NJLTs), Locker CO<sub>2</sub> Traps (LCKRs) and Gravid traps (GTs) results are presented in the graphs below. Abundance is low as is typical for this time of year. We are in the process of performing annual maintenance on the weekly traps. In addition we are constructing more locker traps so that we will have them at all weekly trap sites next season.

*Culex pipiens* in abundance traps (NJLT, LCKR, GT):



*Culex tarsalis* in abundance traps (NJLT, LCKR, GT):



**Encephalitis virus surveillance (EVS) – Mosquitoes** – The final totals for EVS trapping with CO<sub>2</sub> baited and Gravid traps are 6548 mosquito pools tested with 132 positives found. 73 positive pools were from Sacramento County and 59 were from Yolo County. In addition, there were 49 positive pools found in the city of Davis from trapping performed by a UCD researcher.

**Encephalitis virus surveillance (EVS) – Sentinel Chickens** – We concluded the season with two positive flocks for West Nile virus. One positive chicken was from the Knight's Landing flock in Yolo County and four positive chickens were from the Gibson Ranch flock in Sacramento County. We plan on keeping the same locations next season for our flocks.

**Encephalitis virus surveillance (EVS) – Dead Birds** – The final total for this year in the dead bird program is 389 dead birds collected and tested. 51 were found to be positive, of these, 7 were from Yolo County and 44 were from Sacramento County. The dead bird hotline will be opening again in the spring.

**Invasive *Aedes* spp. Surveillance** – We are continuing our monitoring of our *Aedes aegypti* populations in Citrus Heights with BG Sentinel traps. The last detection of one of these mosquitoes was on November 16<sup>th</sup>. We will continue to check these traps weekly.

**Tick and Lyme disease surveillance** – We have begun our tick surveillance program for this winter. There are 20 locations which are monitored for the presence of *Ixodes pacificus* ticks. Collected samples will be tested for *Borrelia burgdorferi*.

**BG Counter Traps** – We have cleaned and stored these traps to be ready for next season's deployment.

**Mosquito Resistance Testing** – We are conducting bottle bioassay tests during the winter utilizing our colony mosquitoes.

**Non-WNV Disease Response Surveillance** – In the month of November, we were notified of two imported non-locally acquired dengue human disease cases. We responded with three BG sentinel traps near each location. We did not find any invasive *Aedes* mosquitoes in these traps.

#### **District Studies –**

**LVL (Low Volume Larvicide) studies** – The results of these treatments are being analyzed and will be presented this winter.

**Adulticide Product Trials** – We are working on writing up the results of our numerous trials this season and look forward to sharing the results when the analysis is completed.

**Vectobac 12AS via rotary atomizers** – This trial is being planned for the summer.

#### **Collaborations –**

**Catch Basin Residue and Resistance study** – Dr Gan's lab will be presenting this season's data from our sampling as well as data from Districts in the Central Valley and Southern California this winter. We expect a second phase of this study to be performed next season.

**Biogents Pro trap** – We are working on summarizing our data from our data collections this winter. The data will be presented at the MVCAC Annual Meeting.

**Sugar Bait Project** – The results of this seasons work on this new surveillance tool will be presented at AMCA in Portland. We are also determining how we will utilize these sugar baits next season as an integral part of our early spring surveillance program.

**California Arbovirus Surveillance Bulletin #35** Week 49: Friday, Dec. 6, 2019

2018 & 2019 YTD West Nile Virus Comparisons		
	2018	2019
Total # Dead Bird Reports	8,090	5,564
# Positive Counties	41	33
# Human Cases	203	205
# Positive Dead Birds / # Tested	499 / 2,189	225 / 1,799
# Positive Mosquito Pools / # Tested	1,963 / 42,110	3,288 / 42,610
# Seroconversions / # Tested	163 / 10,162	139 / 9,135

YTD WNV Activity by Element and County, 2019					
County	Humans	Horses	Dead Birds	Mosquito Pools	Sentinel Chickens
Amador	1				
Butte	5		1	44	34
Colusa	1				6
Contra Costa			1	1	2
Fresno	50	2	10	495	
Glenn				1	1
Imperial	3			2	
Kern	27	2	2	128	
Kings	2			63	
Lake				6	
Los Angeles	30		52	94	28
Madera	3	2		85	
Merced	10	1	3	48	16
Orange	5		50	208	
Placer	1		3	53	8
Riverside	10	1	5	524	
Sacramento	2	1	44	74	4
San Benito					1
San Bernardino	7	1	4	52	
San Diego	2		2		
San Joaquin	7	1	5	288	
San Luis Obispo	2				
Santa Clara	1		8		
Shasta			1	3	1
Solano	1			5	4
Stanislaus	16	2	4	203	
Sutter				15	11
Tehama					4
Tulare	17		17	814	10
Tuolumne		1	1		
Ventura	2	1	2	1	3
Yolo			7	59	1
Yuba			3	22	5
<b>Totals</b>	<b>205</b>	<b>15</b>	<b>225</b>	<b>3,288</b>	<b>139</b>

## **ECOLOGICAL MANAGEMENT DEPARTMENT Monthly Report for the December 2019 Board Meeting**

### **Storm Water / Drainages / Planning Programs**

City of Sacramento, 4120 Northgate Blvd Development: Staff submitted comments to the City requesting additional information regarding the proposed Stormwater filters, bio swales, and catch basins for the development of a 7-11 and Dutch Bros coffee located at 4120 Northgate Blvd. in Sacramento.

### **Wetland Program**

Fall Flooding: Eight privately owned properties flooded prior to October 1<sup>st</sup>, 2019 this year for waterfowl hunting. Invoices have been sent to each land owner or wetland manager.

### **Winter Brush Access Projects**

Staff finished 2 brush projects utilizing the District's backhoe and tractor in conjunction with Control Operation's hand crews to not only open up low areas, but to create low flow channels in an effort to prevent or reduce future treatments.





## **BIOLOGICAL CONTROL**

### **Monthly Report for December 2019 Board Meeting**

The District stocked a total 85.2 pounds of mosquitofish in the month of November, with 83 pounds stocked in 11 different wetlands, duck clubs and fall flooded ponds by the Fisheries department. These final fish plants finish our stocking season with a total of 3935 pounds checked out for the year. The majority of these fish plants occurred in the summer months for rice fields and fall sources such as wetlands, duck clubs and ponds.

As things slow down we begin repairing all nets, servicing equipment and ordering supplies. The Fisheries department also continued to gather weekly data for all of our ongoing projects including traditional fertilization techniques, crayfish control and the use of solar aerators to maintain dissolved oxygen levels. Daily activities such as tank cleaning were also performed to maintain the high quality of our fish population.

#### Log of Treatment Applied for November

<u>Material</u>	<u>AMT</u>	<u>Area Treated</u>	<u>Rate</u>	<u>Treatments</u>
Mosquitofish	85.2	1,137.22 Acres	.07lb/acre	27

#### Log of Treatment Applied for the year 2019

<u>Material</u>	<u>AMT</u>	<u>Area Treated</u>	<u>Rate</u>	<u>Treatments</u>
Mosquitofish	3935 lbs.	16,304.1 Acres	.24lb/acre	3,664

#### Fish checked out by Crew

Fisheries-3398.55 lbs., North Sac-283.1 lbs., South Sac-96.35lbs, Yolo-157 lbs.

#### Fisheries Budget

<u>Total</u>	<u>Spent</u>	<u>Remaining</u>	<u>% Spent</u>
27,000.00	7,201.22	19,798.78	27%

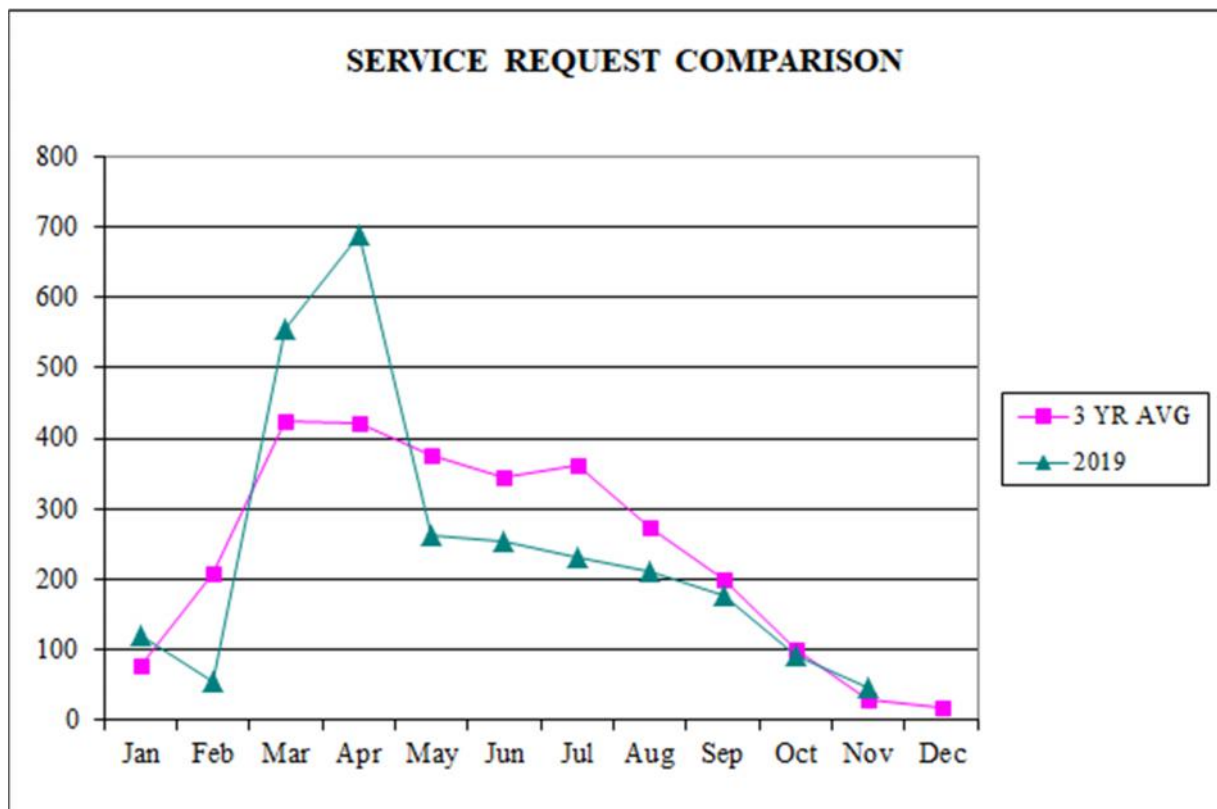
Example view of Mayberry Farms duck club, located on Sherman Island in the Delta



## CONTROL OPERATIONS

### Monthly Report for December 2019 Board Meeting

Field crews performed Best Management Practice projects in both counties during November including Delta Meadows brush clearing and Laguna Del Sol clearing. In house projects are underway at both the Yolo and Sacramento field offices. Catch basin staff has begun updating maps for urban areas with high basin and drain density in preparation for the 2020 season. Winterizing the ULV fleet is scheduled to begin in the early weeks of December. Service requests were steady in the first half of November and then dropped off as the temperatures began to fall as is typical this time of year. There were no aerial treatments in November and are not anticipated to be used again until next spring.



\* based on MapVision and Tableau data

<b>Larvicide Applications thru November 30<sup>th</sup></b>				
	<u>2019</u>		<u>2018</u>	
<u>Locations/Roles</u>	<u>Treatments</u>	<u>Acres</u>	<u>Treatments</u>	<u>Acres</u>
Sacramento County	6,342	16,387	7,431	7,694
Sac County Aerial	24 Orders, 487 Sources-	21,533	24 orders, 366sources	25,510
Yolo County	2,420	9,695	2,474	15,260
Yolo County Aerial	64 Orders, 936 Sources	92,819	90 orders, 1217sources	146,502
CB Treated	186,218	--	180,822	--
CB Inspected -not treated	168,214	--	179,689	--

<b>Aerial Adulticide Summary thru November 30<sup>th</sup></b>				
	<u>2019</u>		<u>2018</u>	
<u>County</u>	<u># Applications</u>	<u>Acres</u>	<u># Applications</u>	<u>Acres</u>
Sacramento Ag	14	94,941	20	88,917
Sacramento Urban	0	0	6	83,286
Yolo Ag	69	470,826	73	459,636
Yolo Urban	0	0	0	0
Totals		565,767		631,839

**VDCI Summary through November 30<sup>th</sup>, 2019****compared to: 2018**

Contract Acres (our portion) =	530,000	530,000
Acres used =	565,767	631,839
Acres remaining =	0	(101,839)
% Acres used =	107%	119.2%
% Acres remaining =	0%	0%

San Joaquin MVCD has used 188,860 acres of their 190,000 acre commitment.

Placer MVCD has used 63,102 acres of their 100,000 acre commitment.

Turlock MAD has used 149,026 acres of their 180,000 acre commitment.

**PUBLIC INFORMATION AND EDUCATION**  
**Monthly Report for December 2019 Board Meeting**

**Fight the Bite Contest**

It is once again time to start planning for the 2020 Spring Fight the Bite contest. In preparation for the contest we have started working with our graphic designer to make changes to the contest flier. Once this is finalized, we will begin the approval process with the school districts and start their distribution.

The contest will also be promoted at all upcoming presentations, school assemblies and via social media. We will also reach out to previous contest participants, school or teachers to help get the word out.

**School Program:**

In an effort to grow our school program, we are working with Red Shoe Productions on developing Fight the Bite Bug Buster Assemblies that will serve to educate and inform school aged children. The first assembly is scheduled to begin in January and over the last few weeks we have finalized the script that will be used by the actors and a video shoot is scheduled for mid-December to record the “headquarters” portion of the assembly program where aspects of the lab, fisheries and general operation will be explained. The goal is to have two assemblies per month and a final assembly during Mosquito Awareness Week in April.

**Events:**

We have started gathering and reviewing information for upcoming community events in 2020 in order to put together a tentative event schedule. The first two events of the season will be the Galt Bird Festival and Duck Days which will both be in February.

**Advertising:**

While it is still very early in the planning stages for the 2020 advertising season, we are currently meeting with account executives and media representatives to begin looking at various options for the 2020 campaign.

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